

FAMILY SUPPORT ASSISTANCE PROGRAM

Developmental Disabilities Services Division (DDSD)

Department of Human Services (DHS)

PURPOSE

The Family Support Assistance Program provides a payment for children with severe developmental disabilities who reside in their family homes and who meet other required eligibility criteria. This payment is intended to keep families together; facilitate the return; or to prevent or delay the out-of-home placement of children with severe developmental disabilities. These payments help families pay for needed services such as respite care, technical assistance, attendant services or personal items including assistive technology services and devices. Payments range from \$250 a month to \$400 a month, depending on the number of children with developmental disabilities living in the home.

CONTACT

Ms. Ann Riggs
 Developmental Disabilities
 Services Division
 Oklahoma DHS
 PO Box 25352
 Oklahoma City, OK 73125
 (405) 521-4977
 FAX: (405) 522-3037
www.okdhs.org/ddsd

See Appendix B for
 Department of Human
 Services County Offices.

FINANCIAL CRITERIA

- The family with whom the eligible family member is residing has an annual gross adjusted income which does not exceed \$45,000.

ELIGIBILITY

The family member for whom the application is made must:

- Be less than 18 years of age;
- Have mental retardation or other developmental disability;
- Reside with or return to the family from an out-of-home placement; and
- Not receive Home and Community-Based Waiver Services.
- The family with whom the eligible family member is residing must:
 - Reside in the State of Oklahoma;
 - Have an annual gross adjusted income which does not exceed \$45,000; and
 - Be headed by a biological parent, adoptive parent, or legal guardian of the eligible family member. If the eligible family member lives with an adoptive parent or parents who already receive the Department of Human Services' Adoption subsidy, the family cannot receive family support assistance under this program.

AT SERVICES PROVIDED/COVERED

- No AT services are provided or covered. The cash payments can be used for any purpose including AT services.

AT DEVICES PROVIDED/COVERED

- No AT devices are provided or covered. The cash payments can be used for any purpose including AT devices.

APPLICATION PROCESS

- Applications are available through the DDSD Area Offices.
- Application forms are also available from DHS county offices.

APPEALS PROCESS

1. For grievances that have not been informally resolved, individuals may file a formal grievance using form OCA GR-001 with the assistance of a grievance coordinator.
2. A response to the formal grievance indicating specific actions to resolve the complaint is due five (5) working days from the date the grievance coordinator signed the form. The proposed resolution, as documented on form OCA GR-001A, should occur within thirty (30) days or the grievance is automatically appealed to the next level.
3. Resolutions not accepted by the grievant are appealed to the second level. At this level, the director/administrator of the facility provider is responsible for responding. The area manager is responsible for DDSD clients and the area director is responsible for field operation employees. Second level appeals are due three (3) working days from the date the grievant coordinator signed the OCA GR-001A.
4. Further appeals are facilitated by the grievance coordinator and the state Office of Client Advocacy.

PIECES OF THE PUZZLE

- Funds are limited; applicants are placed on a waiting list.