



NEW JERSEY DEPARTMENT
OF CHILDREN AND FAMILIES

New Jersey Department of Children and Families Policy Manual

Manual:	NJAC	NJ Administrative Code Excerpts	Effective Date:
Title	10	Human Services	
Chapter	196	Determination Of Eligibility For Functional Services From The Division Of Children'S System Of Care	1/21/2014
Subchapter:	4	Determination Process And Notification Procedures	
Section	1	Determination (N.J.A.C. 10:196-4.1)	

§10:196-4.1 Determination

(a) The CSOC or its contracted entity shall open an electronic record in response to an applicant's request for a determination of eligibility for functional services.

(b) The CSOC or its contracted entity shall assist in completion of the application upon request of the individual or entity making the application on behalf of the applicant with a suspected developmental disability.

(c) Upon receipt of an application, including all necessary documentation, the CSOC or its contracted entity shall make the eligibility determination based on specific findings regarding the eligibility criteria set forth in N.J.A.C. 10:196-2.

(d) If the CSOC or its contracted entity is unable to make an eligibility determination based on the submitted documentation, it shall:

1. Conduct a face-to-face interview within 30 days, if additional information is needed;
2. Request peer consultation in reaching a decision; or
3. Take other action as appropriate to request or gather supplemental information sufficient to make an eligibility determination.

(e) If the eligibility criteria set forth in N.J.A.C. 10:196-2 are met, then the CSOC or its contracted entity determines the particular functional services deemed most appropriate for the applicant.