Completing the DDD Assessment for Service Eligibility: NJCAT

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What is the NJCAT?

- **New Jersey Comprehensive Assessment Tool (NJCAT)**
  - 2 components:
    - Functional Criteria Assessment (FCA)
    - Developmental Disabilities Resource Tool (DDRT)
- **Administered by the Developmental Disabilities Planning Institute (DDPI)**
  - Web-based completion (quickest option)
  - Phone interview
Why is an Assessment Needed?

- Assesses whether the individual meets eligibility for DDD services
- Assesses individual competencies and assists in determining who needs more support so that those with like needs receive a similar level of support
- Promotes fairness and equity in regards to allocation of resources
Who Completes the Assessment?

- The Respondent should be the person who knows the individual best – person, family member, residential staff
- The survey will take approximately 30-40 minutes to complete
- All questions must be answered
- Ask DDPI before you submit the survey if you have questions about how to respond to a question
- Once you submit the survey, you cannot go back and make changes
What are the Main Areas Assessed?

- Cognitive Abilities
- Self-Care and Independent Living Skills
- Verbal Communication
- Mobility and Physical Capabilities
- Social – Emotional Functioning
- Special Behaviors
- Medical Issues
- Other areas included: demographics, caregiver characteristics, adaptive aids, employment
Examples of Questions Asked

• Can the person print or write single letters without a model or tracing?
• What type of assistance does the person need to do his/her laundry?
• Is the person’s speech readily understood by strangers?
• Can the person pick up small objects, such as a Cheerio?
• Does the person bite him/herself?
• Does the person have any diagnosed respiratory or breathing conditions or illnesses, such as asthma, emphysema, or cystic fibrosis?
Types of Answer Choices

- **Demographic** (Age - #, Gender, etc.)
- **Yes/No**
- **2 answer choices** (Comfortable/Uncomfortable in groups)
- **Time period** (Last 3 months, 4-6 months, 7-12 months ...)
- **Examples of ability** (Pushes wheelchair on own, someone else pushes, only for long distances, etc.)
- **Degree of independence**
  - Not able to do or hasn’t done before
  - Requires lots of assistance or hands-on help
  - Requires mainly supervision/verbal prompts
  - Independent – starts and finishes without prompting or help
Tips on Completing the Assessment

- Take your time
- Read each question thoroughly
- Ask DDPI if you don’t understand a question
- Think about the person and answer honestly
- Relax!
What Happens Next?

- Once the assessment is completed, the results are calculated and summarized into a score
- 3 main areas:
  - Self-Care
  - Behavior
  - Medical
- The score is provided to your Support Coordinator/Case Manager
- You can obtain a copy of your answers
- The level of need determined by the assessment determines the person’s individualized budget
Assessment Concerns

• Review answers provided to determine that the information is accurate and whether there are changes
• Contact your Division representative
• Please note that intentional misrepresentation may result in loss of Division funded services
• For more information on the transition to fee-for-service, see DDD’s Fee-for-Service Implementation Webpage at: http://www.state.nj.us/humanservices/ddd/programs/ffs_implementation.html