

The New Jersey Department of Human Services  
**Division of Developmental Disabilities**

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CORONAVIRUS DISEASE  
(COVID-19)  
UPDATE FOR FAMILIES AND  
PROVIDERS

September 17, 2020



# THANK YOU!

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~ **Direct Support Professionals** ~  
~ **Self-Directed Employees** ~  
~ **Support Coordinators** ~  
~ **Individuals/Families** ~  
~ **Providers** ~



# Today's Webinar Will Provide Information on...

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- State and DDD-Specific COVID-19 Statistics
- DDD October Update Webinars Schedule
- Behavioral Supports Webinar Series
- Eligibility Application Update
- Goods and Services Update
- SDE Reminders
- Day Program Re-Opening
- Resources



# New Jersey COVID-19 Current Statistics\*

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State of New Jersey	
Positive	197,792
Deaths	14,263

*\*This update is as of 5:00 p.m., Wednesday, September 16, 2020.*

**For regular updates: <https://covid19.nj.gov/>**



# DDD Specific COVID-19 Statistics\*

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	Community		Developmental Centers	Total
	Licensed	Own Home		
Positive	675	143	433	1,251
Deaths	58	31	36	125

*\*DDD-specific statistics are updated weekly. Community data includes individuals **actively** under DDD services in settings such as group homes, supervised apartments, out of state, and own-home settings.*

*Full detail, including data for individuals not under services for whom reporting is voluntary and provided for informational purposes only, can be found at [NJ Department of Human Services COVID-19 Information](#).*

# DDD October Webinar Schedule

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- **October update webinars will be held:**

- October 1, 2020 – 10:30 am.
- October 15, 2020 – 10:30 am.
- October 29, 2020 – 10:30 am.

- **Register once for October webinars:**

<https://attendee.gotowebinar.com/register/7684397016242693390>



# Behavioral Supports Webinar Series

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- The DDD Resource Team has partnered with the Rutgers [Community Living Education Project](#) to provide [The Basics of Behavioral Supports Webinar Series](#).
- Beginning September 22, 2020, the series will focus on introducing participants to basic behavioral supports based on the principles of Applied Behavioral Analysis.
- Please visit [The Basics of Behavioral Supports Webinar Series](#) link to register.



# DDD Eligibility Application Update

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- The Division is pleased to announce the availability of a new option for submitting an Eligibility Application to the Division:
  - Scan completed application and all supporting documents, email as attachment(s) to: [DDD.NJApply@dhs.nj.gov](mailto:DDD.NJApply@dhs.nj.gov).
- Subject line must include:
  - Intake Application – *applicant initials* – *applicant county of residence*. Example:  
Intake Application JS Mercer County
- Application available at [Apply for Services](#).





# Goods and Services Update

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- Limited DDD Approval for Remote Goods and Services Classes/Lessons
  - Guidance in April provided flexibility for an individual to participate in virtual classes/lessons that had previously been provided in person and funded through Goods and Services.
  - Because it is not known when the public health emergency may end, at this time the Division is approving **three-month intervals** for any virtual class/lesson submitted for review under Goods & Services.
  - Goods and Services Request Forms must indicate whether the requested service will be rendered in person or virtually.



# SDE Reminders

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- All self-directed employees (SDEs), including parent, spouse or guardian, are required to:
  - Get fingerprinted, even if temporary clearance was initially obtained through DHS so that hiring could move forward.
  - Get drug tested and complete Child Abuse Record Information (CARI) check as soon as possible and within 120 days from the start of SDE services.
  - Complete mandated SDE trainings within expected timeframes.
  - Maintain and submit service documentation. Information is available on the [Self-Directed Services](#) webpage.



# SDE Reminders

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- **SDEs and Service Documentation**
  - Soft rollout of Service Documentation began September 8.
  - Non-submission of Service Documentation will not impact payment or employment status at this time.
  - Full implementation, where lack of Service Documentation may impact timely payment, is not yet in place as the Division wants to provide ample time for implementation.
  - Please use this time to get in the habit of completing Service Documentation.
  - Timesheet submission through the online portal or mobile application is strongly encouraged.



# Day Program Re-Opening

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- The Division released Congregate Day Program Re-Opening Requirements on September 3, 2020.
- Congregate Day Programs can elect to re-open as early as September 21, 2020.
- Some programs may open later than that date **or** elect not to re-open at this time.

# Day Program Re-Opening

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- For Individuals, Families, Guardians and Support Coordinators:
  - The decision to return to a congregate day program is solely the decision of the individual/guardian, who should:
    - ✦ Review Congregate Day Program Re-Opening Requirements in its entirety.
    - ✦ Complete the Individual Needs and Risk Assessment together with the day services provider.
    - ✦ Review, sign and provide Receipt of COVID-19 Information Form to provider before return.

# Day Program Re-Opening

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- For Congregate Day Service Providers:
  - ✦ Review Congregate Day Program Re-Opening Requirements in its entirety.
  - ✦ Contact individuals served to complete the Individual Needs and Risk Assessment **together**.
    - Assessment is used to inform Facility Readiness Tool.
  - ✦ Once in compliance, email the Congregate Day Program Re-Opening Attestation, per instructions, at least 48 hours before re-opening.
  - ✦ Be sure to collect the Receipt of COVID-19 Information Form for individuals who decide to attend in-person congregate day services before their return.

# Day Program Re-Opening

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- **Note on Screening**

- Residential providers are required to screen and take temperature of residents returning to a residential facility from day program, employment, community outings, etc.
- This screening can take place inside the residence and should be done before the resident interacts with other residents.
- Additionally, residents should be regularly monitored for sudden or emerging symptoms/signs of illness and kept back from day program if they are or may be ill.

# Day Program Re-Opening

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- Note on Screening

- If a resident shows symptoms and/or fever, they shall be immediately isolated away from other residents and a healthcare professional immediately consulted to determine if further isolation and/or COVID-19 testing is needed.
- Please see the updated guidance:
  - ✦ [Office of Licensing Residential FAQs.](#)
  - ✦ [Residential and Day Program Screening Policy.](#)



# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *Is the maximum facility capacity based only on the number of individuals served or the number of individuals and staff present at the congregate day program?*

**A:** Capacity is based on the number of individuals served who are present and does not include staff.

# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *Who signs the Individual Needs and Risk Assessment?*

**A:** The day services provider can sign the Individual Needs and Risk Assessment. Please note that the Individual Needs and Risk Assessment must be completed by the individual/guardian and day provider together.

# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *Is a congregate day services provider required to re-open on September 21, 2020?*

**A:** No. Some providers may open after that date if they need more time to come into compliance with the requirements or may elect not to re-open at all at this time.

# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *At what times of the day can a provider deliver in-person congregate day services?*

**A:** Day services delivered in a congregate day program facility can only take place during weekday daytime hours.

# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *Can individuals who don't attend the congregate day program but are interested in participating tour the facility?*

**A:** Visitation to the congregate day program during normal hours of operation when individuals are present is **not** permitted. Agencies can elect to complete a virtual tour or schedule an in-person tour before or after regular program hours.

# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *Are support coordinators (SCs) required to participate in the Individual Needs and Risk Assessment discussion?*

**A:** No. SCs are not required to participate but may participate if the individual/guardian and provider are comfortable with their participation.

# Day Program Re-Opening

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- Frequently Asked Questions.

**Q:** *Is SC responsible to ensure that the Individual Needs and Risk Assessment is completed?*

**A:** The day services provider is the entity required to complete the Individual Needs and Risk Assessment with the individual/guardian. If the SC is aware that this has not been completed for someone attending in-person congregate day services they should alert the provider and the Division immediately.



# Important Resources

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- [NJ Department of Health](#)  
24-Hour Hotline: 1-800-222-1222
- [NJ Department of Human Services COVID-19 Information](#)
- Contact information for [local health departments in NJ](#)
- Contact information for [County OEM Coordinators in NJ](#)



# Important Resources

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- For assistance during this time:
  - For vital issues, call the Division Community Services office for your county or 1.800.832.9173.
  - When calling, you will be connected with the Division's answering service who will take information about the circumstance and have a Division staff person reach out.
  - For routine questions: [DDD.FeeForService@dhs.nj.gov](mailto:DDD.FeeForService@dhs.nj.gov)
  - For COVID-related questions: [DDD.COVID-19@dhs.nj.gov](mailto:DDD.COVID-19@dhs.nj.gov)
  - To report suspected abuse, neglect or exploitation: call 1.800.832.9173, then press 1.



# Highlighted Resources

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- For individuals, families and caregivers
  - [Boggs Center COVID-19 Information and Resources](#)
- For individuals:
  - NJ Self-Advocacy Project's [Stay Healthy at Home Webinar Series](#)
- For Direct Support Professionals
  - [National Alliance for Direct Support Professionals \(NADSP\) COVID-19 Toolkit for DSPs](#)
  - [CDC Guidance for Direct Service Providers](#)