



Division Update for Individuals, Families and Providers

April 23, 2026

Agenda

- Next DDD Update Webinar
- NJ DHS Disability Mortality and Abuse Prevention Advisory Committee
- National Core Indicators (NCI) Surveys
- Important Reminders for Self-Directed Employees and Their Employers
- Transition to Adult Life & Employment Events
- Spring Family Networking Sessions
- DDD Clinical Resource Team: May 2026 Training Calendar
- In-Person Workshop: Using Conversations & Tools to Build a Person-Centered Life
- Resources

Next DDD Update Webinar

- Reminder – The next DDD Update Webinar is scheduled for Thursday May 28, 2026, at 10:30am.
 - [Register for May Webinar.](#)
- The complete 2026 schedule of DDD Update Webinars, including registration links, is available on the Division's [Public Update Meetings](#) webpage.

NJ Human Services Disability Mortality and Abuse Prevention Advisory Committee

NJ Human Services is seeking representatives for the Disability Mortality and Abuse Prevention Advisory Committee

- Human Services is working to establish the Disability Mortality and Abuse Prevention Advisory Committee, which will carry out the responsibilities outlined in [S3754](#), enacted in January 2026, and will bring together a broad group of stakeholders to support its charge.

NJ Human Services Disability Mortality and Abuse Prevention Advisory Committee

Criteria to be considered for the committee: members of the public who are interested in a potential appointment to this committee must meet one or more of the following criteria:

- A licensed physician with experience providing services to individuals with IDD.
- An individual with IDD who is age 18 or older.
- A family member of an individual with IDD. (Applicants should indicate the age of their family member and whether they receive services from the Department of Children and Families or Division of Developmental Disabilities in their letter of interest.)
- A professional with experience in child abuse investigations in New Jersey.
- A representative from a Department of Children and Families contracted or funded residential provider agency serving individuals with IDD who are age 18 or older.
- A representative from a Division of Developmental Disabilities-licensed residential provider agency serving individuals with IDD who are age 21 or older.

NJ Human Services Disability Mortality and Abuse Prevention Advisory Committee

What the Committee Will Do

- Critically review select cases of adults over the age of 18 with IDD, who were survivors of abuse, neglect, or exploitation, and adults with IDD who have passed away.
- Evaluate government systems' responses to cases of abuse, neglect, or exploitation involving individuals with IDD who resided in a variety of settings including private homes, congregate settings, and State-funded placement.
- Identify areas for improvement in preventing abuse, neglect, and exploitation against adults with IDD.
- Explore methods to enhance accountability concerning cases of abuse, neglect, or exploitation among State-funded disability services providers.
- Suggest measures to fortify the reporting and investigatory process concerning cases of abuse, neglect, or exploitation involving adults with IDD and to improve the experience for disability services clients and their families.

NJ Human Services Disability Mortality and Abuse Prevention Advisory Committee

What to Do if You Wish to Be Considered for the Committee

- To be considered for an appointment, email a brief letter of interest and your resume to DDD.RFP@dhs.nj.gov
- To be considered, your submission must be received **no later than 4 p.m. on April 23, 2026**. Human Services is not responsible for lost or misdirected submissions. Human Services will make every effort to notify individuals who are not selected.

National Core Indicators® - Intellectual and Developmental Disabilities (NCI®-IDD) Surveys



The New Jersey Department of Human Services' Division of Developmental Disabilities (DDD) participates in every survey cycle with National Core Indicators® - Intellectual and Developmental Disabilities (NCI®-IDD), a national effort to measure and improve the performance of public developmental disabilities agencies through the use of surveys.

National Core Indicators® - Intellectual and Developmental Disabilities (NCI®-IDD) Surveys



For the 2025-2026 NCI®-IDD survey cycle, DDD is participating in the following:

- **In-Person Survey (IPS)**
- **Family Surveys**
 - Adult Family Survey (AFS)
 - Family/Guardian Survey (FGS)
- **State of the Workforce Survey**
- To learn more, visit [NCI®-IDD](#)

**Deadline for ALL NCI-IDD Surveys is
June 30, 2026**



2025-2026 NCI®-IDD Family Surveys

- NCI Family Surveys are voluntary and confidential.
 - **ADULT FAMILY SURVEY** – for family members who have an adult, 21 or older, **who lives in the family home** and receives at least one DDD-funded service in addition to Support Coordination.
 - **FAMILY/GUARDIAN SURVEY** – for family members/guardians who have an adult, 21 or older, **who lives outside of the family home** and receives at least one DDD-funded service in addition to Support Coordination.
- **April 2026** – DDD mailed letters to family members/guardians that includes a unique link to complete the survey online.
 - If you need a paper survey mailed to you and/or a survey in a different language, please contact DDD.NCI@dhs.nj.gov.



2025-2026 NCI®-IDD State of the Workforce Survey

- NCI State of the Workforce Survey collects data on the Direct Support Professional (DSP) workforce that provides DDD-funded services to adults 21 and older with intellectual and developmental disabilities (IDD).
- Survey results help state developmental disabilities systems examine workforce challenges, identify areas for further investigation, benchmark their workforce data, measure improvements made through policy or programmatic changes, and compare their state data to those of other states and the NCI-IDD average.



2025-2026 NCI®-IDD State of the Workforce Survey

- **March 2nd** – DDD sent emails, which included a survey link and instructions for completing the survey, to the agency email address on file in iRecord.
- If your agency did not receive the email and/or has questions about the survey, please contact DDD.NCI@dhs.nj.gov.
- State of the Workforce Surveys can be completed by Human Resource and Payroll managers, with input from agency leadership and managers who train or oversee DSPs if needed.

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Overtime Hours and Pay

- **DDD standing policy** on SDE overtime, from DDD policy manuals, Section 8.3.2.1 *Selecting SDE Service Delivery*:
 - The SDE can only receive payment for rendering services that have been prior authorized through an approved ISP. Any services, including overtime, exceeding those indicated in the ISP will not be reimbursed through the individual's budget. **One SDE cannot provide more than 40 hours of service for an individual per week. If an individual requires services that will go beyond those 40 hours in a week, another SDE or a provider agency must be utilized to deliver those additional hours of service. It is the individual's responsibility, along with the Support Coordinator and Supports Broker when utilized, to ensure that SDE schedules do not require payment of overtime.**

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Overtime Hours and Pay

- Temporary Policy on SDE Overtime Hours and Pay
 - At the height of the COVID public health emergency in 2020, the Division granted a temporary allowance for SDEs to work overtime (more than 40 hours per week) ***for emergent, unanticipated circumstances***. The Division also determined it would provide the funding for the **one-half portion** of the time-and-one-half overtime payment, with the individual's budget funding the base wage portion (regular time).

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Overtime Hours and Pay

- Temporary Policy on SDE Overtime Hours and Pay
 - Overtime should not be regularly relied on.
 - **No SDE – including family members and live-in caregivers – should be regularly scheduled for more than 40 hours per week.**
 - If an individual needs more than 40 hours per week of support, additional SDEs or agency-employed Direct Support Professionals (DSP) need to be recruited.
 - To date, the Division has continued to extend its temporary allowance for SDE overtime *for emergent, unanticipated circumstances*, and has also continued to fund the one-half portion of any time-and-one-half overtime payments.
 - The temporary allowance for SDE overtime and the Division’s funding of the one-half portion of overtime payments ***remain under review***.

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Service Documentation

- Quality service documentation provides a picture of the person and their life and leads to more individualized supports.
- Must meet minimum DDD requirements **and** align with the fiscal intermediary's policies.
- Must be timely, accurate, and thorough.
- Monitors progress toward the person's outcomes and assists with future service-planning for the person.
- Maintains communication between all staff.
- Keeps service-planning team informed, updated, and organized.
- Provides evidence of service delivery.
- Minimizes potential risks.

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Service Documentation

- At minimum, service documentation **must include**:
 - Full legal name of both employee and person receiving services.
 - Service being delivered.
 - Date of service with start and end times.
 - Number of units of service(s) delivered.
 - Description of service provided – ***with appropriate strategies identified.***
- Service documentation needs to:
 - Align with the person’s plan outcomes and strategies.
 - Reflect a sequential outline and progress toward person’s service plan goals.
 - Be completed by the Self-Directed Employee providing the service.

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Service Documentation

- Impact of improper SDE service documentation:
 - Disrupts needed supports and services.
 - Affects the health and safety of the person.
 - Medicaid fraud, waste and abuse investigation:
 - Documenting services a person didn't provide for financial gain.
 - Providing services in ways that do not align with DDD and/or Medicaid requirements.

Important Reminders for Self-Directed Employees and Their Employers

Self-Directed Employee Service Documentation

- SDE service documentation practices to avoid:
 - Altering records.
 - Copying and pasting.
 - Being too subjective.
 - Using shorthand or abbreviations.
 - Sharing passwords.
 - Leaving phone, tablet, computer unattended.

Important Reminders for Self-Directed Employees and Their Employers

SDE Service Documentation Review

Who reviews
SDE service
documentation?

- Fiscal Intermediary, Employer of Record (EOR), Managing Employer (ME), Other SDEs.
- Person being supported, Authorized reps, guardians.
- Clinical staff and support Staff.
- Division staff, including Division leadership.
- Office of Program Integrity & Accountability (OPIA).
- External auditors (Medicaid/Medicare, Mercadien).
- External legal entities.

DDD Office of Transition to Adult Life & Employment

NEW JERSEY HUMAN SERVICES



**Division of
Developmental
Disabilities**

**Office of Transition to
Adult Life & Employment**

DDD Welcome Sessions

- April 23, 6 pm to 7:30 pm: [Evening DDD Welcome Session with Topic Breakouts](#)

Transition Thursdays Webinar Series

- May 21, 12 pm to 1 pm: [An Overview of the NJ Transition Toolkit](#)
- June 18, 12 pm to 1 pm: [Advocacy: Speak for Yourself](#)

Office of Transition in the Community

- April 23: [Level Up: A Unified Gaming Night](#), New Brunswick NJ

Learn more at [Transition to Adult Life](#)

DDD Office of Education on Self-Directed Services (OESDS)

Family Networking Sessions – Spring 2026

Family networking sessions are for family members with loved one who is self-directing their services or interested in self-direction.



Statewide Virtual Family Networking Session

- April 28, 6 pm to 7:30 pm: [Register for April 28 Virtual Session](#)

In-Person Family Networking Sessions

- May 26, 11 am to 1 pm, Burlington County: [Register for May 26 Session](#)
- June 2, 1 pm to 3 pm, Essex County: [Register for June 2 Session](#)
- June 8, 1 pm to 3 pm, Monmouth County: [Register for June 8 Session](#)
- June 17, 1 pm to 3 pm, Cape May & Atlantic Counties: [Register for June 17 Session](#)

[Family Networking Sessions: Spring 2026 \(PDF calendar\)](#)

DDD Clinical Resource Team: May 2026 Training Schedule

Behavior Analysis

- May 4, 10 am to 11:30 am: [Understanding Pica from a Behavioral Perspective](#)
[Managing the Environment for Prevention](#)
- May 13, 1 pm to 1:45 pm: [Walkaway Behavior Prevention](#)
- May 14, 10 am to 11:30 am: [An Organizational Perspective on Successful Behavior Supports](#)
- May 18, 10 am to 10:45 am: [Token Economy](#)
- May 19, 10 am to 12 pm: [Behavior Supports and Medical Involvement](#)
- May 20, 10 am to 11:30 am: [Best Practices in Behavior Supports](#)

[DDD Clinical Resource Team Training Calendar: May 2026](#) (PDF calendar)

DDD Clinical Resource Team: May 2026 Training Schedule

Choking Prevention

- May 5, 10 am to 10:30 am: [Liquid Consistencies](#)
- May 12, 2 pm to 3 pm: [Managing Dysphasia in the Community](#)
- May 19, 2 pm to 2:30 pm: [Adaptive Mealtime Equipment and Care](#)
- May 21, 10 am to 10:45 am: [Mealtime Risks of Regular Diets](#)

Nursing Support

- May 7, 2 pm to 3 pm: [Introduction to Dementia](#)
- May 21, 2 pm to 2:30 pm: [Seasonal Health Concerns: Hot Weather](#)

[DDD Clinical Resource Team Training Calendar: May 2026](#) (PDF calendar)

JOIN US



Using Conversations & Tools to Build a Person-Centered Life AN IN-PERSON WORKSHOP

This workshop is for self-advocates, families/caregivers, support coordinators, and provider agencies who support individuals moving out of a family home, a nursing facility or other congregate setting and into a home or apartment in the community.

You'll walk away with practical tools and skills to support choice, community inclusion, and person-centered supports. We'll also share helpful resources to build a life of choice in the community.

Dates (Choose just one!)

Wednesday, June 10 | 8:30am - 3:45pm

Professional Conference Center at ESN
1690 Stalton Road Piscataway (Middlesex County)

Tuesday, June 16 | 8:30am - 3:45pm

Burlington County Emergency Services Training Center
53 Academy Drive • Westampton (Burlington County)

[CLICK HERE TO REGISTER!](#)



Click here to learn about Carmelys!

In-Person Workshop: Using Conversations & Tools to Build a Person-Centered Life

- Co-sponsored by DDD and the Rutgers Community Living Education Project (CLEP), *Using Conversations & Tools to Build a Person-Centered Life* is an in-person workshop being offered in Piscataway on June 10 and 16, 2026, 8:30 am to 3:45 pm.
- Self-advocates, families/caregivers, support coordinators, and providers who support people moving out of a family home, or a nursing facility or other congregate setting, into the community will gain practical tools and skills to support choice and community inclusion.
- [Register for June 10 or June 16 In-Person Workshop](#)

In-Person Workshop: Usingh Conversations & Tools to Build a Person-Centered Life

- DDD and the Rutgers Community Living Education Project (CLEP) are collaborating to offer an in-person workshop, Conversations & Tools for Building a Person-Centered Life, on two different dates in June.
- Self-advocates, families/cargivers, support coordinators, and providers

Resources

Community Resources

- [Disability Rights New Jersey](#)
800-922-7233 (toll-free in New Jersey only)
- [Office of the Ombudsman for Individuals with Developmental Disabilities and their Families](#)
609-984-7764
- [New Jersey Council on Developmental Disabilities](#)
800-792-8858
- [The Boggs Center on Disability and Human Development](#)
732-235-9300

DDD Resources

- For issues, call the DDD [Community Services Office](#) for your county or 800-832-9173.
- For routine questions:
DDD.FeeForService@dhs.nj.gov
- To report suspected abuse, neglect, or exploitation:
Call 800-832-9173, then press 1