



NEW BEGINNINGS ENTERPRISES, INC  
COMMUNITY DEVELOPMENTAL DISABILITY ORGANIZATION

Policy Number: **107.0 Uniform Access to Services**

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Regarding: (K.A.R. 30-64-25)

Effective Date: 7.31.02

Revised Date: 1.13.09; 9.11.09; 11.21.11; 11.26.12

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New Beginnings Enterprises, Inc. CDDO shall ensure that no provider otherwise qualified and available to provide services to a person with developmental disabilities discriminates in the selection for, or delivery of, services to that person because of the severity of the person's disability, except if the Secretary of Kansas Department for Aging and Disability Services (KDADS) determines that the person is inappropriate for community services because the person presents a clear and present danger to self or others in the community.

New Beginnings Enterprises, Inc. CDDO shall support community service providers who specialize in services, provided those services are offered to persons without regard to the severity of each person's disability. A handbook of providers and the services that are available through those providers will be given to the applicant at the time of application for services. The applicant will be able to identify their choice of service provider on the Service Provider Choice form (CDDO form 004), which will indicate what services they provide.

New Beginnings Enterprises, Inc. CDDO shall not require any community service provider to accept more persons than the community service provider can effectively serve as indicated on the affiliation agreement, Schedule A. If all community service providers are at their maximum capacity, New Beginnings Enterprises, Inc. CDDO shall assist in establishing new community service providers.

### **Procedure**

Persons found eligible for I/DD designate their choice of service provider through New Beginnings Enterprises, Inc. Single Point of Application process. The CDDO director makes the individual's choice known to the chosen service provider. This choice is documented on the Service Provider Choice form (CDDO Form 004) and filed in the record of the person served.

Affiliates of New Beginnings Enterprises, Inc. CDDO agree to provide services to any eligible individual choosing them. This requirement is documented in the affiliation agreement.

If a service provider refuses to provide services for an individual having chosen them and the refusal is due to a concern of insufficient funds to meet the individual's needs, the matter will be referred to the Funding committee. The committee will determine if additional funds can be allocated for this individual or not. If the service provider refuses to provide services due to a concern of inadequate expertise to meet



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the person's needs, the matter will be referred to the CDDO director to assist the provider to correct the situation. If after these concerns have been addressed, the service provider still refuses to provide services, New Beginnings Enterprises, Inc. CDDO will remind them in writing of the legal requirements for them to provide services, according to their affiliation agreement.

If, after the actions described above are completed and the service provider continues to refuse to provide services, the affiliation agreement will be terminated. The affiliate may appeal the decision through the dispute resolution process.

If a provider feels that a person is inappropriate for community services because the person presents a clear and present danger to self or the community, they will notify the CDDO director. The director will meet with the provider, the person and other interested parties to determine if all positions have been considered. If the director does not concur with the provider's decision, the CDDO will provide assistance in arranging for necessary services. If the director does concur with the provider, the director will notify New Beginnings Enterprises, Inc. CDDO Executive Director. With the approval of the Executive Director, KDADS Community Services and Programs Commission (CSPC) will be notified that a person presents a clear danger to self or community. The person will continue to be served pending the decision of KDADS CSPC. When notified of the decision, the person will be notified of the determination and available options.