Understanding Resources & Services For Individuals With Developmental Disabilities In Fayette County

Joseph Wingrove/Tina Pahula
Developmental Program Specialists
Fayette County Behavioral Health Administration
724.430.1370
Fax 724.437.5988
www.fcbha.org
Families Are Important

In the life of a person with a developmental disability, there may come a time when the family cannot provide all the supports that are needed. When that time arrives, family members need information regarding additional supports.

Our desire is to help you be as informed as possible about the supports that are available to help your family member and how to access them.

The purpose of this handout is to answer some of the questions about the intake process and the services available in the community to your family member. We hope that it will help you to become empowered to be an even better advocate for your family member.
The Fayette County Behavioral Health Administration (FCBHA)

Intake Process

The process starts when you contact Fayette County Behavioral Health Administration seeking services for an individual with an Intellectual or Developmental Disability.

What happens next?
A representative of the Administrative Entity (AE), FCBHA schedules an intake meeting either at your home or our office. At this meeting the following occurs:

- Services are explained and your service interest is explored
- HIPPA privacy statement is explained and provided to you.
- Consents for release of information are signed so that the AE can attempt to obtain information needed to determine your eligibility for services to individuals with a developmental disability.
- You will indicate your preference for service delivery (home/community services or Intermediate Care Facility (ICF-MR)). An ICF-MR (State Center) is a segregated Medicaid-funded setting in which nearly all of an individual’s habilitation, medical, nutritional and therapeutic needs are met in one place. This is the institutional placement that is "waived" when an individual chooses the MR Waiver.
- If you do not have a Medical Assistance Card a PA 600 or PA 600ch is completed.
- Information regarding your Due Process Rights and Fair Hearing Appeal will be explained and provided.
- Choice will be explained in terms of Providers
- A Family Guide to Individual Supports Plans will be provided.
- Information on Everyday Lives and Everyday Lives In ISP Planning will be provided.
- A list of Community Resources (attached) will be provided.
- Your questions are answered

After the Intake Meeting
FCBHA sends out releases to the appropriate schools, Social Security Administration etc.

Why?
- The AE is seeking information in the form of IQ testing in order to determine eligibility for services
- In Pennsylvania the criteria is an IQ of 70 or less prior to the age of 22 via several types of acceptable psychological testing specified by the Commonwealth.
If documentation is received establishing eligibility:

- The AE declares your family member eligible for MR services, enters their information into the Department of Public Welfare database, and requests the Supports Coordination Organization you have chosen assign a Supports Coordinator (SC) who is a case manager.
- Once an SC is assigned, the AE will call you to arrange a 2nd intake appointment and it is at this point that you meet your SC.

At the 2nd intake meeting the following will happen:

- Paperwork will be completed regarding fiscal information, voter registration etc.
- Information will be gathered by the SC to write your Individual Service Plan (ISP). In 2000, ODP established the need to standardize one plan to be used across the Commonwealth that would meet federal and state regulations. With having one plan being used, it allowed for the collection of consistent data. The ISP process involves collaboration between the individual, his or her family, guardian or advocate, and other people important in the individual’s life.
- During the information gathering process it is important to have people present who know the individual best and will offer rich and detailed information about the individual and his/her needs. Information gathered should mirror the core values of Everyday Lives and should reflect the individuals personal preferences, such as communication needs, what’s important to him/her, desired activities, just to name a few.
- A completed plan should provide a means of achieving outcomes important to the person, integrating Natural Supports as well as funded supports. The Individual Service Plan (ISP) is the working document the team agrees upon to capture the needs, wants and hopes of the individual to enable them to have an everyday life.

- A PUNS (Prioritization of Urgency of Need for Services) will be completed by the SC.
  - The PUNS is a tool used to gather information about the needs of a person who has requested mental retardation services. It identifies the supports and services a person is currently receiving, whether they are provided by family, community resources, private insurance, a school district, or within the Mental Retardation System.
  - The PUNS also identifies any supports as well as unmet needs the person may have. An unmet need may be classified as either: Emergency, Critical or Planning.
What Happens After The 2nd Intake Meeting?

- Your Supports Coordinator will enter your completed information from the PUNS form into the Home and Community Services Information System (HCSIS). Your Supports Coordinator will print out a copy of the HCSIS PUNS and mail it to you with a letter within approximately one week of the meeting.
- You should look at the PUNS form you receive in the mail to make sure it accurately lists what you need.
- The letter will have information about your rights and a disagreement form that should be used if you don’t agree with the information on the PUNS form.
- Your Supports Coordinator will begin to write the ISP based on the information they gathered at the meeting.

How Long Will I Have To Wait For Services & Supports?

- The most important thing that determines when you receive services is the availability of funding in Fayette County and the urgency of your need. Counties prioritize funding based on urgency of need, availability of services to meet these needs, and availability of funding. People already enrolled in waivers must have all their needs met before the County/Administrative Entity can enroll new people.
  - It is important to remember that the Waiting List is not like a bakery or deli line where each person has a number. The County/Administrative Entity matches available resources with individual needs to determine who gets services and when. People in Emergency will have priority, but may still have to wait.

What Should I Do While I’m Waiting?

- Waiting for needed services and supports can be frustrating. You can and should look for natural supports in your community. Natural supports are things people do to help without getting paid. It could be friends or family, church members, co-workers, or neighbors. There may be community organizations that can help. Look into YMCAs, recreation centers, volunteer agencies, and advocacy organizations for ideas and help. Your Supports Coordinator may also give you information about community resources.

- The following list of community resources may be useful to explore as you seek to support your loved one with a developmental disability.

- A good source of information about Support Groups is the Fayette County Behavioral Health Administration website. We encourage you to explore the website. (www.fcbha.org)
Human Service Resources in Fayette County

Special Olympics
Contact: Lisa Malago Phone: (724) 438-7632

Monthly Special Needs Dances (Held at Polish Club, Uniontown)
Contact: Jerome Kaider Phone: (724) 437-3713

Abuse and Assault - Adult
Catholic Charities Phone: (724) 439-3531
City Mission Phone: (724) 439-0201
Crime Victims’ Center Phone: (724) 438-1470
Domestic Abuse Helpline Phone: (888) 743-5754
Domestic Violence Services Phone: (724) 439-9500
SW PA Area Agency on Aging Phone: (888) 300-2704

Abuse and Assault
Catholic Charities Phone: (724) 439-3531
Children & Youth Services Phone: (724) 430-1283
Crime Victims’ Center Phone: (724) 438-1470
Try Again Homes Phone: (800) 245-4453

Adult Education
Adult Learning Center Phone: (724) 437-9816
Community Action Education Center Phone: (724) 626-1070
North Fayette County Vo-Tech School Phone: (724) 626-0236
Penn State Cooperative Extension Phone: (724) 438-0111
Private Industry Council Phone: (724) 437-2590
Fayette Vo-tech Phone: (724) 437-2721

Birth and Death Records
Division of Vital Statistics Phone: (724) 656-3100

Birth Defects
Department of Health Phone: (724) 439-7400
Easter Seals Society of Western PA Phone: (724) 437-4047
Goodwill Industries Phone: (724) 438-9878

Blind and Visually Handicapped
Fayette County Association for the Blind Phone: (724) 437-2791
Social Security Administration Phone: (724) 439-3544
University of Pittsburgh Medical Center Phone: (412) 647-8762
### Cerebral Palsy
- **Children’s Hospital of Pittsburgh**  
  Phone: (412) 692-5325
- **Local Interagency Coordinated Council**  
  Phone: (724) 430-1370
- **United Cerebral Palsy**  
  Phone: (724) 437-8688

### Clothing
- **American Red Cross**  
  Phone: (724) 438-2567
- **Connellsville Community Ministries**  
  Phone: (724) 626-1120
- **Goodwill Industries**  
  Phone: (724) 437-9878
- **Pregnancy Support Center**  
  Phone: (724) 628-5555
- **St. Vincent DePaul**  
  Phone: (724) 439-9188
- **Salvation Army**  
  Phone: (724) 437-2031
- **Uniontown Service League**  
  Phone: (724) 438-8971

### Community Services
- **Community Dental Services**  
  Phone: (724) 437-5528
- **Community Medical Services**  
  Phone: (724) 439-1628
- **Connellsville Community Ministries**  
  Phone: (724) 626-1120
- **Fayette County Community Action**  
  Phone: (724) 437-6050
- **Habitat for Humanity**  
  Phone: (724) 437-1547
- **Healthy Start**  
  Phone: (724) 425-1799
- **Information and Referral**  
  Phone: (724) 437-8888
- **Interfaith Volunteer Caregivers**  
  Phone: (724) 438-0709
- **Penn State Cooperative Extension**  
  Phone: (724) 438-0111
- **Physician Referral**  
  Phone: (724) 628-3040
- **Rendu Services**  
  Phone: (724) 277-8680
- **St. Vincent DePaul**  
  Phone: (724) 439-9188
- **Salvation Army**  
  Phone: (724) 437-2031
- **Threshold Housing**  
  Phone: (724) 437-9080

### Consumer Problems
- **Better Business Bureau**  
  Phone: (412) 456-2700
- **Chamber of Commerce - Brownsville**  
  Phone: (724) 785-4160
- **Chamber of Commerce - Connellsville**  
  Phone: (724) 628-5500
- **Chamber of Commerce - Republic**  
  Phone: (724) 246-7027
- **Chamber of Commerce - Uniontown**  
  Phone: (724) 437-4571
- **Consumer Credit Counseling**  
  Phone: (724) 838-1290
- **KDKA Call for Action**  
  Phone: (412) 333-9370
- **PA Bureau of Consumer Protection**  
  Phone: (412) 565-5135
- **U.S. Consumer Product Safety**  
  Phone: (800) 638-2772
- **WPXI Action Line**  
  Phone: (412) 323-1717
Consumer Services
Office of Consumer Advocate Phone: (717) 783-5048
(Public Utility related problems) Toll Free: (800) 684-6560
555 Walnut Street
Harrisburg, PA 17107

Crime Victims’ Compensation Board Phone: (800) 233-2339

Counseling
Chestnut Ridge Counseling Service Phone: (724) 437-0729
Crime Victims’ Center Phone: (724) 438-1470
Drug and Alcohol Commission Phone: (724) 438-3576
Tri County Partnership for Independent Living Phone: (724) 439-1434

Day Care
Fayette Community Action Agency Phone: (724) 785-9420
Services to Senior Citizens Phone: (724) 430-4852
Veterans’ Health Administration Phone: (412) 365-4427

Employment
Career Link - Fayette Phone: (724) 434-5627
Career Link - Mon Valley Phone: (724) 379-4750
Goodwill Industries Phone: (724) 437-9878
Life’s Work of Western PA Phone: (724) 434-1720
Office of Vocational Rehabilitation Phone: (724) 439-7465
Private Industry Council
  □ Connellsville Phone: (724) 628-5000
  □ Uniontown Phone: (724) 437-2590
SW PA Area Agency on Aging Phone: (724) 430-4603

Energy Assistance
Connellsville Community Ministries Phone: (724) 626-1120
Fayette County Community Action Agency Phone: (724) 437-6050
Low Income Home Energy Assistance Phone: (724) 437-8854
Salvation Army Phone: (724) 437-2031

Food
Brownsville Soup Kitchen Phone: (724) 785-6731
Bruderhof Communities Phone: (724) 329-8573
Community Action Food Bank Phone: (724) 437-8180
Community Action Southwest Phone: (724) 225-9550
Connellsville Community Ministries Phone: (724) 626-1120
Connellsville Salvation Army Phone: (724) 628-2010
Connellsville Senior Tigers Phone: (724) 626-1515
Crosskeys Human Services Phone: (724) 785-6180
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<tr>
<th>Service</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Diversified Human Services</td>
<td>(724) 684-9000</td>
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<tr>
<td>Fayette County Board of Assistance</td>
<td>(724) 439-7015</td>
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<tr>
<td>Home Delivered Meals</td>
<td>(724) 430-4850</td>
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<td>Jubilee Soup Kitchen</td>
<td>(724) 437-1457</td>
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<td>Rendu Services</td>
<td>(724) 277-8680</td>
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<td>Salvation Army</td>
<td>(724) 437-2031</td>
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### Disabilities

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<tr>
<th>Organization</th>
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<tr>
<td>Alliance for the Mentally Ill</td>
<td>(724) 438-2403</td>
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<td>Brain Injury Association of PA</td>
<td>(866) 635-7097</td>
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<td>Chestnut Ridge Counseling Services</td>
<td>(724) 437-0729</td>
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<tr>
<td>Connellsville Community Ministries</td>
<td>(724) 626-1120</td>
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<tr>
<td>Domiciliary Care</td>
<td>(800) 411-5655</td>
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<td>Easter Seal Society of Western PA</td>
<td>(724) 437-4047</td>
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<tr>
<td>Fayette Association for Retarded Citizens</td>
<td>(724) 438-8416</td>
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<tr>
<td>Goodwill Industries</td>
<td>(724) 437-9878</td>
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<tr>
<td>Head Start</td>
<td>(724) 430-4818</td>
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<tr>
<td>Interfaith Caregivers</td>
<td>(724) 438-0709</td>
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<tr>
<td>Intermediate Unit I</td>
<td>(724) 437-9816</td>
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<tr>
<td>Life’s Work of Western PA</td>
<td>(724) 434-1720</td>
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<tr>
<td>Office of Vocational Rehabilitation</td>
<td>(724) 439-7465</td>
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<tr>
<td>Pittsburgh Guild for the Blind</td>
<td>(412) 221-2200</td>
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<tr>
<td>Social Security Administration</td>
<td>(724) 439-3544</td>
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<tr>
<td>Tri County Partnership for Independent Living</td>
<td>(724) 439-1434</td>
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<tr>
<td>United Cerebral Palsy</td>
<td>(724) 437-8688</td>
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### Handicapped - Equipment

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<tr>
<td>Connellsville Community Ministries</td>
<td>(724) 626-1120</td>
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<tr>
<td>Easter Seal Society of Western PA</td>
<td>(724) 437-4047</td>
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<tr>
<td>Uniontown Jewish Community Center</td>
<td>(724) 438-4681</td>
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### Health

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<tr>
<td>American Heart Association</td>
<td>(724) 437-2798</td>
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<tr>
<td>American Lung Association of Western PA</td>
<td>(800) 220-1990</td>
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<tr>
<td>American Red Cross</td>
<td>(724) 438-2567</td>
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<tr>
<td>Brain Injury Association of PA</td>
<td>(866) 635-7097</td>
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<tr>
<td>Children’s Hospital</td>
<td>(412) 692-5325</td>
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<td>Community Dental Services</td>
<td>(724) 437-5528</td>
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<tr>
<td>Community Medical Services</td>
<td>(724) 439-1628</td>
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<tr>
<td>Easter Seal Society of Western PA</td>
<td>(724) 437-4047</td>
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<tr>
<td>Family Health Council</td>
<td>(724) 437-1582</td>
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<tr>
<td>March of Dimes</td>
<td>(800) 422-2437</td>
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<tr>
<td>Recreation /Leisure for Persons with Disabilities</td>
<td>(877) 986-4550</td>
</tr>
<tr>
<td>The Special Kids Network</td>
<td>(877) 986-4550</td>
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<tr>
<td>United Cerebral Palsy of Southwestern PA</td>
<td>(724) 225-8145</td>
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Home Health Care
Abbey Health Care Phone: (724) 439-2229
Albert Gallatin Homecare & Hospice Phone: (724) 438-2425
Centerville Clinics Phone: (724) 632-6801
Fayette County Community Action Agency Phone: (724) 437-6050
Fayette Home Care Phone: (724) 439-1610
Fay-West Visiting Nurses Phone: (724) 628-4100
Health Plus, Inc. Phone: (724) 684-9000
May Day Home Health Phone: (724) 736-0299
Mon Valley Homecare & Hospice Phone: (724) 684-9000
UCP Home Community Services Phone: (724) 437-8688
United Cerebral Palsy Phone: (724) 225-8145
Western PA School for the Blind Phone: (412) 621-0100
Western PA School for the Deaf Phone: (412) 371-7000

Hospitals
Frick Community Health Center Phone: (724) 547-1500
Highlands Hospital Phone: (724) 628-1500
Uniontown Hospital Phone: (724) 430-5000
Allegheny General Phone: (412) 359-3131
Centerville Clinic Phone: (724) 632-6801
Central Medical Center Phone: (412) 562-3000
Children’s Hospital Phone: (412) 692-5325
Department of Veterans Affairs
  □ Oakland Phone: (412) 692-3000
  □ Highland Drive Phone: (412) 363-4900
Eye and Ear Hospital Phone: (412) 647-8762
Forbes Regional Health Center Phone: (412) 665-3000
Greene County Memorial Hospital Phone: (724) 627-3101
Latrobe Hospital Phone: (412) 537-1000
McGee Women’s Hospital Phone: (412) 641-1000
Mercy Hospital Phone: (412) 232-8111
Monongalia General Hospital Phone: (304) 598-1212
Monongalia Valley Hospital Phone: (724) 258-2000
Montefiore Hospital Phone: (412) 648-6000
Podiatry Hospital Phone: (412) 661-0814
Presbyterian Hospital Phone: (412) 647-2345
Ruby Memorial Hospital Phone: (304) 598-4400
St. Francis Medical Center Phone: (412) 622-4343
Shadyside Hospital Phone: (412) 623-2121
South Hills Health System Phone: (412) 469-5000
Washington Hospital Phone: (724) 225-7000
West Penn Hospital Phone: (412) 578-5000
West Virginia University Hospital Phone: (304) 598-4000
Westmoreland Hospital Phone: (724) 832-4000
Housing - Subsidized / Public Housing
Beeson Court Apartments Phone: (724) 438-6630
Confer Vista Apartments Phone: (724) 437-8659
Connellsville Housing Authority Phone: (724) 628-4501
Fayette County Housing Authority Phone: (724) 434-2100
Meadow Heights Phone: (724) 438-3089
Unlimited Housing for the Elderly Phone: (724) 438-6630

Housing - Weatherization
Connellsville Community Ministries Phone: (724) 626-1120
Redevelopment Authority of Fayette County Phone: (724) 437-1547
Rural Economic & Community Development Phone: (724) 437-2708

Medical Assistance
Department of Public Welfare Phone: (724) 439-7015
Toll Free: (877) 832-7545

Older Adults - Senior Citizen's Centers
Albert Gallatin Human Services Phone: (724) 583-7822
Center in the Woods Phone: (724) 938-3554
Connellsville Senior Center Phone: (724) 626-1515
Cosskeys Human Services
  Brownsville Senior Center Phone: (724) 785-6180
  Republic Senior Center Phone: (724) 246-7740
Fayette City Senior Center Phone: (724) 326-5618
Fayette County Community Action Agency
  Bullskin Senior Center Phone: (724) 887-0655
  East End United Satellite Center Phone: (724) 437-1660
  Fairchance Georges Center Phone: (724) 564-0600
  Mountain Senior Center Phone: (724) 329-4260
  Uniontown Senior Center Phone: (724) 437-6050
Perrypolis Senior Center Phone: (724) 736-2250
Revere Community Center Phone: (724) 437-8801

Older Adults - Services for Senior Citizens
Home Delivered Meals Phone: (724) 430-4850
Interfaith Volunteer Caregivers Phone: (724) 438-0709
Retired Senior Volunteer Program Phone: (724) 632-6801
Southwestern PA Area Agency on Aging Phone: (888) 300-2704

Support Groups
Adult Children of Aged Parents Phone: (724) 430-5000
Alzheimer’s Support Group Phone: (724) 439-1610
American Society for Burns Recovered Phone: (412) 232-8225
Arthritis Support Group Phone: (724) 628-3040
Brain Injury Association of Pennsylvania Phone: (866) 635-7097
Breast Surgery Support Group Phone: (724) 628-3040
Compassionate Friends Phone: (724) 547-1392
Diabetes Support Group Phone: (724) 628-3040
Stepping Stones Bereavement Group Phone: (724) 439-2577

Transportation
American Cancer Society Phone: (724) 437-0540
Connellsville Community Ministries Phone: (724) 626-1120
Community Action Southwest Phone: (724) 255-9550
Diversified Human Services Phone: (412) 684-9000
Fayette Area Coordinated Transportation Phone: (724) 626-7433
Fayette Association for Retarded Citizens Phone: (724) 438-8416
Fayette County Veterans Affairs Phone: (724) 430-1241
Tri County Partnership for Independent Living Phone: (724) 439-1434

Federal Government
Social Security Administration Phone: (724) 439-3544
942 Morgantown Rd Toll Free: (800) 772-1213
Uniontown, PA 15401 Hearing Impaired: (800) 325-0778

State/County Government
Health Department Phone: (724) 439-7400
County Office
100 New Salem Road
Uniontown, PA 15401-8936

Southwest PA Area Agency on Aging Phone: (724) 489-8080
305 Chamber Plaza
Charleroi, PA 15022-1607 Toll free: (888) 300-2704

Transportation (FACT) Phone: (724) 628-7433
825 Airport Road
Lemont Furnace, PA 15456 Toll Free: (800) 321-7433

Veteran’s Affairs Phone: (724) 430-1241
Public Service Building
22 East Main Street
Uniontown, PA 15401

Short Glossary

- **Individual**: this usually refers to the person with developmental disabilities.
- **Slot**: an opening or vacancy of Waiver services for an individual.
- **Supports Coordinator (Case manager)** an employee of Fayette County Behavioral Health Administration who will give you information about
services, help you obtain them and make any needed changes over time. SCs locate, coordinate and monitor services.

- **Legal Guardian**: a person who has been appointed by a court of law to act as decision-maker in matters requiring “informed consent” (i.e., situations in which there are clearly more risks involved than those involved in typical day-to-day living) for another person who has been found by the court to lack the capacity to weigh the risks and benefits of such decisions. Parents of children under 18 are always considered their children’s legal guardian, unless those rights have been taken away by the court.

- **Person-centered planning**: an ongoing planning process to help the individual create a vision of a desirable future. It builds on the individual’s strengths, personality and interests. It helps him/her to become an integral part of the neighborhood and community by promoting participation in the life of the community and building relationships with people with whom he/she wants to spend time. It assists the individual in making personal choices and achieving dreams and a desirable lifestyle. It most often begins with a team of people who care about the individual and are willing to invest time and effort to ensure that he/she experiences a richer, more satisfying life.

- **Provider**: an agency or individual that has the necessary credentials to deliver services to individuals under the MR Waiver, including an agreement with the Department of Medical Assistance Services.

- **Release Of Information**: Everyone has a right to confidentiality when it comes to their private health care information. That means information about individuals receiving MR Waiver services cannot be shared with anyone without their permission. Because some information sharing is necessary between providers, or between providers and family members, forms authorizing this exchange of information must be signed by the individual. If the individual has a legal guardian or authorized representative, that person must sign the release of information form too. However, only that information that is truly necessary for service provision is to be shared.