



# Intake and Eligibility

The Seneca County Opportunity Center (SCOC) is dedicated to improving the lives of persons with disabilities. SCOC makes it a priority to assist and support throughout all stages of the eligibility process.



## Step 1...

To initiate the intake process for County Board services, please contact the SCOC Intake Coordinator Lexie Fretz at 419-447-7521 ext. 1119, email at [lefretz@senecadd.org](mailto:lefretz@senecadd.org), or stop in at the Seneca County Opportunity Center.

Referrals can be made by anyone including family members, medical professionals, educational staff, other community members familiar with the individual, etc.

## Step 2...

After a referral is made, required documents must be provided to the Intake Coordinator. Once all the required documents are received and reviewed, the Intake Coordinator will contact the individual or their family to set up a meeting to determine eligibility. The meeting can be conducted at any location that's most convenient.

## Required Documentation

The following documents are required before determining eligibility for services:

1. Signed County Board Application
2. Verification of Developmental Disability
3. Birth Certificate
4. Social Security Card
5. Medicaid/Insurance Card
6. State ID (if age appropriate)
7. IEP/ETR/504 (if applicable)
8. Guardianship/custody order (if applicable)



## Step 3...

### Age 0-2

If you have concerns of a child's development under the age of three, contact the Early Intervention Intake and Referral Coordinator, Julie Felter, at 419-447-7674 ext. 1205.



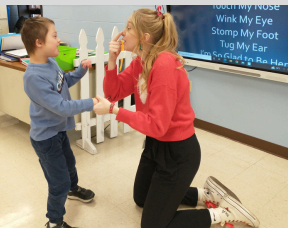
### Age 6-15

Individuals age 6 to 15 years old are evaluated using the Children's Ohio Eligibility Determination Instrument (COEDI). The individual must have 3 substantial functional limitations out of 6 life areas to be considered eligible for services. The 6 life areas that are reviewed are: Mobility, Self-Care, Self-Direction, Learning, Capacity for Independent Living, and Receptive and Expressive Language.



### Age 3-5

Children ages three to five must have two delays in two different areas to be determined eligible for services. These areas include Physical Development, Cognitive Development, Communication, Social/Emotional Development, and Adaptive Development.



### Age 16 and Over

Individuals 16 and over are assessed with the Ohio Eligibility Determination Instrument (OEDI). The individual is considered eligible if they have 3 substantial functional limitations out of the 7 major life activity areas. The OEDI adds one additional life area, which is Economic Self Sufficiency, in addition to Mobility, Self-Care, Self-Direction, Learning, Capacity for Independent Living, and Receptive and Expressive Language.



### Redetermination

Re-determination of eligibility will be reviewed at ages 3, 6 and 16 or at any time if there are any changes in the areas of major life activity. If the primary diagnosis is ADHD, the individual will be reevaluated every two years.

## Step 4...

If a person is found eligible for services, a Service and Support Administrator (SSA) will be assigned to provide referral and linkage, navigate resources, assist with collaborating teams, and coordinate services,

In the event an individual does not meet the eligibility criteria, the individual will be provided community resources based on their needs. If the applicant disagrees with the decision they have the right to due process.