



## **Service & Support**

### **Administration Services**

As Service and Support Administrators (SSAs), we are committed to supporting and empowering individuals who use MRDD services so they can make informed decisions about how they live their lives.

We currently have 5 fulltime SSA's and 1 SSA assistant who oversee the health, safety and welfare of 141 individuals in their homes, at work and in the community. About one-third of these individuals receive waiver services.

Many Individuals are supported to live in the home of their choice while receiving the supports they want and need to be healthy & safe by being enrolled on Home and Community Based Waiver Services. Those individuals receiving waiver services must be Medicaid eligible. Any services provided by the waiver are funded through slate and local funds.

All County Boards of MRDD are required by law to provide SSA services. Medicaid is billed to offset the cost of services we provide to individuals.

Our responsibilities as SSA's include:

- Determining if an individual is eligible for county board services.
- Assessing individual needs
- Developing an Individual Plan (IP) that includes the wants and needs of the individual. The IP is monitored and may be changed when needed.
- Fiscal responsibility when establishing an individual's budget for waiver services. Assisting individuals to select providers of service at home and work.
- Monitoring services to make sure they are provided to meet the individual's wants and needs.
- Ensuring that all individuals receiving county board services have a designated representative who can be an advocate for them in their daily life.
- Assist families to make future life plans (for their family member with a developmental disability) for a time when they are no longer able to care for or provide direct support.
- Maintaining a 24-hour per day on-call system to provide eligible individuals with assistance during emergency situations.