

# Are you applying for County Board of DD services on someone's behalf?



## Here are a few things for you to know after you submit the application:

- We will review the information along with any attached documents. Our first step will be to connect with the individual/family. If we are unable to connect after many attempts, then we will not be able to process the application.
- Please contact the individual/family directly if you are interested in knowing the status of the application or where s/he is in the eligibility process.

## Here are a few things to share with the individual/family:

- You have submitted an application on their behalf.
- Someone from Cuyahoga DD-Eligibility will be calling soon to begin the process to determine eligibility for Cuyahoga DD services.
- Please encourage the family to respond when we call them. This will help us move forward with the process.
- We will be requesting documents from the individual/family, including information about the person's developmental disability. Please assist them in gathering requested documents if you are able to.

**Thank you for supporting others with Cuyahoga DD's eligibility process!**



CuyahogaBDD.org

216-241-8230