



Division Update for Individuals, Families and Providers

January 23, 2025

Agenda

- New Vendor Fiscal/Employer Agent (VF/EA) Fiscal Intermediary
- VF/EA Transition Overview
- Updates Related to New DSP Training Requirements
- NADD RFP Awards
- Peer-to-Peer Networking Session
- DDS Inclusive Healthy Communities RFP
- Pre-Applications for Department of Community Affairs SRAP Waiting List
- Resources

New VF/EA Fiscal Intermediary

- DDD is pleased to announce that, through a competitive bidding process, [Acumen Fiscal Agent](#) has been chosen as the new fiscal intermediary (FI) for DDD's Self Directed Services Vendor Fiscal/Employer Agent Model.



New VF/EA Fiscal Intermediary

Who is Acumen Fiscal Agent?

- Founded in 1995, Acumen has been supporting people with intellectual and developmental disabilities or physical disabilities, older adults, and veterans in self-directing their services for 30+ years
- Successful track record of working with many state agencies to establish, operate, transition, and grow their self-direction programs
- Currently operates 120 self-direction and financial management services programs across 31 states with a total of 36,000 participants

VF/EA Transition Overview

PHASE 1

- Demographics and Data Transfer from DDD and PPL to Acumen

PHASE 2

- Acumen Communication to Employers and Employees to Initiate Online Enrollment
- In-Person Enrollment Opportunities
- Training on New System (Ongoing)

PHASE 3

- Go Live with Existing Employers, Employees, Vendors

PHASE 4

- Acumen Begins Processing New VF/EA Referrals

VF/EA Transition Overview

What to Expect in the New System

Electronic Visit Verification (EVV)	Email Address Required to Participate	Electronic Timesheet Submission	Service Documentation Required for Payment	Self-Directed Employee Resume Required	Self-Directed Employee Identification (ID) Card
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VF/EA Transition Overview

What's (Tentatively) Next?

Acumen Introductory Webinar in February

Ongoing webinars and trainings for participants and families, employers, employees, and vendors

Thorough and timely information provided for all involved

Key Updates to New DSP Training Requirements and Training Guide

- Following the rollout of the updated DSP training requirements, DDD has updated [Implementing the New DSP Training Requirements: A Guide for DDD Providers](#) to clarify that:
 - DSPs hired prior to 1/1/2025 who previously completed any of the following trainings through the College of Direct Support (CDS) or through the former Pre-Service Training (existed before 2016) ***do not need to re-take them:***

Person Centered Planning

DSP Professionalism

Introduction to Developmental Disabilities

HCBS Final Rule Overview

Overview of Dual Diagnosis

Everyone Can Communicate

Updates to New DSP Training Requirements and Provider Guide

Section	Changes
Overall Guide	<ul style="list-style-type: none">General grammatical corrections, updates to form names and links where needed
Section 2	<ul style="list-style-type: none">Added language clarifying that employees hired prior to 1/1/2025 who previously completed certain courses through CDS or Pre-Service Trainings do not need to retake them
Section 3	<ul style="list-style-type: none">Added language requiring that any video/webinar trainings have closed captioning availableRemoved table and replaced with plain-language text to explain specific training exemptionsAdded Person Centered Planning as an option for Relias trainings

Section	Changes
Section 4	<ul style="list-style-type: none"> Added language that better explains expectations for on-the-job mentoring
Section 5	<ul style="list-style-type: none"> Added language clarifying submission requirements for Alternate Trainings to CDS Removed language about soft-rollout alternate training approval process Added language that employees are allowed to complete the Universal Precautions annual requirement in-house (due to the reassignment constraints of CDS) Slight language changes to the Person-Centered Planning curriculum requirement to make it more relevant to the DSP role
Section 6	<ul style="list-style-type: none"> Added updated Medication Practicum forms (now separated into three separate documents), and Prevention of Abuse, Neglect and Exploitation (PANE) Assessment documents.
Section 7	<ul style="list-style-type: none"> Added language about Medication Practicum requirements Added note about Universal Precaution annual training Updated titles of Relias training

Updates to New DSP Training Requirements and Provider Guide

- The updated [Implementing the New DSP Training Requirements: A Guide for DDD Providers](#), updated Medication Practicum forms, and updated Prevention of Abuse, Neglect, and Exploitation (PANE) documents are on the [Provider Information](#) web page.
 - [Mock Medication Administration Observation Checklist](#) (*new-hires*)
 - [Medication Administration Skills Evaluation](#) (*new-hires and annually thereafter*)
 - [Medication Competency Assessment](#) (*new-hires and annually thereafter*)
 - [PANE Competency Assessment](#)
 - [PANE Competency Assessment: A Guide for Evaluators](#)

NADD RFP Awards

- Through a competitive bidding process, the following agencies have been chosen to participate in the two-year NADD Competency-Based Dual Diagnosis DSP Certification Pilot:

- Avenues to Independent Living
- Community Access Unlimited
- Community Options
- Easterseals NJ

- J-ADD
- Oaks Integrated Care
- The Arc of New Jersey
- The Arc, Ocean County Chapter



Virtual Peer-to-Peer Networking Session

- For adults with intellectual and developmental disabilities who are self-directing some or all of their DDD-funded services or who are interested in learning about self-direction.

MARCH PEER-TO-PEER NETWORKING SESSION

- Tuesday, March 4, 2025, 6-7:30 p.m. on Zoom
- [Register for March Peer-to-Peer Networking Session](#)



DDS Releases New Inclusive Healthy Communities RFP

- [Inclusive Healthy Communities](#) (IHC) is a grant program established in 2021 by the New Jersey Department of Human Services' Division of Disability Services (DDS).
- The program funds New Jersey communities and organizations engaged in projects that promote the health and well-being of individuals with disabilities in the communities where they live.
- Learn more and view/download the RFP at [How to Apply for an IHC Grant](#)
- Interested applicants must submit a letter of intent to apply by 5 p.m. on Feb. 14, 2025

Inclusive Healthy
Communities
NJ Division of Disability Services



Pre-Applications for SRAP Waiting List

- The New Jersey [State Rental Assistance Program](#) (SRAP), administered by the Department of Community Affairs (DCA), is a state-funded program that provides housing subsidies to very low-income New Jersey residents, for decent, safe and sanitary housing.
- DCA is accepting pre-applications to be added to the SRAP waiting list through 5pm Friday, January 31, 2025.

Pre-Applications for SRAP Waiting List

- Submit a pre-application online 24 hours a day at [Waitlist Check](#) site.
- To apply, a person must be a NJ resident who is 18 or older (or an emancipated minor) and must meet SRAP income and eligibility requirements.
- Submission of an SRAP pre-application does not guarantee placement on the SRAP waiting list. SRAP pre-applications are selected through a lottery process and every pre-application successfully submitted during the open enrollment period has a chance of being selected during the lottery.

Pre-Applications for SRAP Waiting List

- For more information, see the [SRAP FAQ](#) and the [SRAP Information and Eligibility Requirements](#) web page.
- If you have questions or need help with the pre-application process:

DCA Customer Service

Phone: 609-292-4080 (Option 9)

Available 8:00 a.m. to 8:00 p.m., seven days a week during the open period.

Email: customer.service@dca.nj.gov

Pre-Applications for SRAP Waiting List

- Please note that DDD-funded rental subsidies, issued through the Supportive Housing Connection, are meant to be a bridge program until an individual can access a federal, state, or local housing assistance program.
- *Individuals who are receiving a DDD-funded rental subsidy through the Supportive Housing Connection should complete an SRAP pre-application.*

Resources

Community Resources

- [Disability Rights New Jersey](#)
800-922-7233 (toll-free in New Jersey only)
- [Ombudsman for Individuals with Developmental Disabilities and their Families](#)
609-984-7764
- [New Jersey Council on Developmental Disabilities](#)
800-792-8858
- [The Boggs Center](#)
732-235-9300

DDD Resources

- For issues, call the DDD [Community Services Office](#) for your county or 800-832-9173.
- For routine questions:
DDD.FeeForService@dhs.nj.gov
- To report suspected abuse, neglect or exploitation: call 800-832-9173, then press 1.