

## Franklin County Board of DD Provider Choice Summary

The following summary outlines the responsibilities and limitations of the County Board in assisting individuals in choosing qualified and willing providers of home and community-based services in accordance with OAC 5123-9-11.

Individuals (AKA: Waiver Recipients) served by the County Board shall be solely responsible for making all decisions regarding the free choice of providers, unless the Individual has a Guardian, in which case the Guardian shall be responsible for making such decisions, with the participation of the Individual. An Individual who does not have a Guardian, or an individual's guardian (*if they do have one*), may designate other persons to participate in the decision-making process.

- The County Board shall notify annually in writing the Individual's right to choose a qualified provider from among those available statewide.
- The County Board shall annually give a copy of their procedures to the individual.
- The County Board shall annually describe in writing information contained on the Ohio Department of DD's website and instructions on how to access it.
- The County Board shall annually give individuals a written copy of hearing rights.  
*(These annual notifications may be provided to individuals at their annual ISP meeting.)*

### **The following are the steps the County Board will follow in the choice process:**

- A. If an individual/guardian requests a provider and has already identified a qualified and willing provider, the County Board shall honor the Individual/Guardian's choice and assist in the following manner:
  - coordinate a start date with provider
  - complete an ISP or addendum
  - give the Individual/Guardian the above listed annual notifications
- B. If an Individual/Guardian requests a provider, and has not already identified a qualified and willing provider, the County Board will assist in the following manner:
  1. The county board will inform the Individual/guardian of the Ohio Department of DD's website, its content, and how to access the website.
  2. The County Board will assist the Individual/guardian in using the website if requested to do so.
  3. If the individual/guardian requests more assistance, the county board shall offer to assist in obtaining outcomes of past internal Compliance reviews of providers.

### **Provider search summary:**

As you may know, there are several thousand certified waiver providers of Home and Community-Based services within the State of Ohio, including several thousand within Franklin County alone. Per Ohio Administrative Code we are required to make a list of these providers accessible to all interested Waiver Recipients to ensure that they have a 'free choice' of provider.

A Waiver Recipient/Guardian will always be given the opportunity to access the Ohio Department of Developmental Disabilities (DODD) list of certified providers, as well as the list found in the FCBDD database. The DODD search engine can be conducted via the internet at the following link: [DODD Provider Search \(ohio.gov\)](https://dodd.providersearch.ohio.gov). If a Waiver Recipient/Guardian does not have access to the internet, they may request assistance from their Franklin County Service Coordinator to help them find an available computer with internet access.

If you are a certified provider of Ohio DODD Waiver services, you will appear on the website list described above, but in order to appear on a Franklin County-specific list, you must also contact FCBDD Provider Relations at [provider.relations@fcbdd.org](mailto:provider.relations@fcbdd.org), and can find the instructions for being added to the FCBDD database (Gatekeeper) at the following link, <https://pr.fcbdd.org/supported-living-provider-assistance/existing-seeks-fcbdd-entry/>.

**NOTE: To protect confidentiality, DODD and FCBDD cannot share Waiver Recipient information for solicitation.**