

# • INTAKE PROCESS



1

**Publically funded participant:**

- Ensure Individual Meets ESCNJ ACS Intake Criteria
- Ensure Medicaid Eligibility
- Ensure DDD Eligibility
- Complete NJ Comprehensive Assessment Tool
- Complete Support Coordination Agency Selection Form

**Privately funded participant:**

- Ensure Individual Meets ESCNJ ACS Intake Criteria

2

**Pre-Admission Process**

- Complete Program Application
- Tour ESCNJ ACS Facility
- In-Person Intake Meeting

**Criteria for Acceptance**

- Completed Paperwork
  - Application
  - Client Acknowledgements
  - Emergency Card
  - Individualized Goal Sheet
  - ISP/PCPT/SDR forms
  - Medicaid/DDD Funding Acknowledgement
  - Physical/Mantoux
  - Transportation Form
  - Seizure Protocol

3

**Admission Process**

- Completed Paperwork
- Conditionally accepted pending 3 paid trial days
- Confirm official acceptance and identify start date