**What is OPWDD’s Certified Residential Opportunities list?**

This is a list of those individuals who require residential placement that offers 24-hour, 7 day a week care and support.

The list is made up of three priority levels:

Priority 1 (Emergency)

Priority 2 (Urgent/Emergency Prevention)

Priority 3 ((non-urgent)

(Please see the link below for a description of the different levels.)

**Who is involved?**

You the individual/ parent/guardian/caregiver.

Your Care Plan Manager (formerly called Medicaid Service Coordinator)

The OPWDD Regional Office (RO), Certified Residential Opportunities team (CRO team) whose role is to monitor vacancies in residential settings and approval all new admissions

**How do I get the name of an individual who requires 24/7 care on the list?**

1. Discuss with your Care Plan Manager options other than 24/7 residential setting that may be available, e.g. additional services at home, non-certified settings in the community with services provided by a voluntary provider or self-direction.  The CRO team will look to see if other options have been considered.

2. Your Care Plan Manager will work with you to prepare a Residential Referral Packet.  In general, the packet will include:

Residential Referral form signed by parent/guardian (<https://opwdd.ny.gov/welcome-front-door/H005_ResidentialReferralForm_4-20-15>)

A justification letter written by the Care Manager

Most recent\*  ISP or IEP if applicable

Most recent medical report

Most recent psychological report

Most recent behavioral support plan

A DDP4 form

\*Note:  "most recent" typically means within the past year

3. The packet is reviewed by the CRO team and assigned a priority level. The team will then notify the Care Plan Manager in writing of the priority level assigned the individual.  This will take place within 5 business days of their receiving the **COMPLETE**  referral packet (missing information will delay the time frame)

4. The Care Plan Manager is responsible for notifying the individual/parent/guardian/caregiver of the assigned priority level.

5. If significant changes take place that may affect the priority level assigned, the Care Plan Manager is to notify the CRO team in writing of those changes that may warrant a re-review.

For you information, the complete OPWDD Certified Residential Opportunities Protocol can be found at:  <https://opwdd.ny.gov/sites/default/files/documents/CRO_Protocol.pdf>

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