

Agency Documentation Requirements

Agency	Documentation Guidelines
<p>Central Illinois Service Access 217.732-4731</p>	<ul style="list-style-type: none"> • IQ – 70 or below as determined on a standardized measure of intelligence manifested before age 18 or • Documentation of related condition that is severe and chronic such as cerebral palsy or epilepsy that manifested before the age of 22 and will likely continue indefinitely • Substance abuse, mental illness or personality disturbances are conditions reviewed by the Pre-admission Service (PAS) agent. • Social History Documentation regarding substantial functional limitations in 3 or more major life activity: <ul style="list-style-type: none"> a. Self-care b. Language c. Learning d. Mobility e. Self-Direction f. Capacity for Independent Living • Psychological Testing (within 5 years) Assessment of Adaptive Functioning (not the ICAP) <ul style="list-style-type: none"> ○ AAMR – 2nd Ed. ○ Vineland Adaptive Scale – II ○ Adaptive Behavior Inventory (ABI) • Assessment of Intellectual Functioning <ul style="list-style-type: none"> ○ Stanford-Binet 5th Ed. ○ Wechsler Adult Intelligence Scale – IV ○ Wechsler Intelligence Scale for Children - IV
<p>Department of Human Services/Division of Rehabilitation Services www.dhs.state.il.us 309.353-5996</p>	<ul style="list-style-type: none"> • Most current IEP • Psychological • Social History • Behavior Plan (If applicable) • Most current Medical • Documentation regarding functional limitations in 2 or more major live activity: <ul style="list-style-type: none"> a. Mobility b. Communication c. Self-Care d. Self-Direction e. Interpersonal Skills f. Work tolerance g. Work Skills • Other related reports such as PT/OT/Speech/Counseling/Hearing/Vision related to the specific disability • Medications

<p>Social Security www.ssa.gov 877.405-0499</p>	<ul style="list-style-type: none"> • Testing done within the last 12 months • The current IEP • IQ measuring both verbal and performance abilities • Aptitude and other standardized psychological assessments • Go to www.ssa.gov and go to “blue book”. It discusses qualifying disabilities and the evidence of facts that support the disability allegation. • Use “buzz words” i.e. significant deficits in reciprocal social interaction, verbal and non verbal communication and imaginative activity or repertoire of activities and interests are restricted compared to peers, etc. • Document any individual’s interaction at home, work, school or social settings, ability to take care of personal needs, ability to interact with others, and taking care of household and finances.
Day Training Organization	
<p>Bridgeway www.bway.org 309.452-2797</p>	<ul style="list-style-type: none"> • ICAP • Psychological • Social History Report • Behavior Plan (if applicable) • Current IEP
<p>Community workshop and Training Center (CWTC) www.cwtc.org 309.686-3300</p>	<ul style="list-style-type: none"> • ICAP • Psychological including formal diagnosis from a qualified diagnostician • Social History • Current IEP • Behavior Plan (if applicable)
<p>Empowering People Inspiring Capabilities (EPIC) www.epicpeoria.org 309.691-3800</p>	<ul style="list-style-type: none"> • ICAP within the year • Psychological within 5 years • Current IEP • Any medical information, diagnoses, medication and current physical • Behavior plan (if applicable)
<p>Logan Mason County Resource Center (LMRC) 217.735-1413</p>	<ul style="list-style-type: none"> • ICAP • Psychological Report • Social History Report • Behavior Plan (If applicable) • Current IEP
<p>Tazewell County Resource Center (TCRC) griffin@tcrcorg.com 309.347-7148</p>	<ul style="list-style-type: none"> • ICAP • Psychological report • Social History Report • Behavior Plan (If applicable) • Current IEP