

# A Guide to Accessing Employment Supports from the RI Division of Developmental Disabilities (DDD)

## To initiate a referral:

Division of Developmental Disabilities  
14 Harrington Road,  
Cranston, RI 02920  
Tel: (401) 462-3421  
<https://bhddh.ri.gov/developmental-disabilities>

## Referral

Referrals can be initiated to DDD by self/family, school or agency.

## Referral Tip:

Apply once the student turns 16 years and 10 months of age to allow time to develop a service plan that will build on the student's Career Development Plan.

## Eligibility Determination

## Supports Intensity Scale (SIS)

### Resource Allocation/Tiers

(Medicaid Waiver application completed if eligible)

A portion or all of funds assigned can be used to pay for ongoing employment supports.

#### NOTE:

*Individuals may also be eligible for short-term employment services through Office of Rehabilitation Services (ORS).*

### Identify employment goals and support needs.

#### Consider the following:

What type of work would you like to do? Do you prefer to work for a company or be self-employed?  
Do you want to work full-time?  
How will you get to work?  
Do you need support to identify or reach your goal?

*All persons with disabilities can work with the right supports!*

## Choose how to manage your funds and services.

### Person/Family Managed

You can choose **Self-Directed Supports**, a service that allows the person/family to manage how funds are spent, hire the person/agency to provide services, and control the services provided. To learn more about Self-Directed Supports and how some individuals/families are using these supports, go to [www.sdsri.net](http://www.sdsri.net). A detailed factsheet is also available from the Sherlock Center.

OR

### Agency Managed

You can choose one of RI's many agencies to manage your funds and provide services. Investigate agencies to determine the type of employment/job options offered and supports provided.

## STRETCH YOUR DOLLARS!

Investigate other resources such as Office of Rehabilitation Services, Department of Labor and Training, and the Social Security Administration to fund short-term employment services, job development, job retention, career planning, training/education, assistive technology/equipment, etc.

**You can change how funds are managed as your needs and goals change. Contact DDD to initiate a change.**

## Write a Plan & Start Services

Whether you choose the Person/Family Driven or Agency Driven method to managing funds and services, you will need to develop a plan for services, including a Career Development Plan. Plans are approved by DDD.



# Transition and Community Resources

## EMPLOYMENT RESOURCES

### DHS Office of Rehabilitation Services

<https://ors.ri.gov/>

Phone: (401) 421-7005, (401) 421-7016 (TDD),  
(401) 462-7791(Spanish)

### DLT CAREER CENTERS

<https://dlt.ri.gov/individuals/career-centers>

- **Providence**  
Phone: (401) 462-8900, TTY via Relay: 711
- **West Warwick**  
Phone: (401) 462-4100, TTY via Relay: 711
- **Woonsocket**  
Phone:(401) 235-1201, TTY via Relay: 711
- **Wakefield**  
Phone: (401) 782-4359, TTY via Relay: 711

### BHDDH

<https://bit.ly/bhddhproviderlist>

## WORK INCENTIVES

### Social Security Administration (SSA)

#### Ticket to Work & Work Incentives Planning Assistance (WIPA)

SSA encourages SSI and SSDI recipients to work. Work Incentives address financial and health insurance concerns. If you are working, or seriously considering working, get started by contacting the **Helpline**, visiting the **SSA Choose Work** website, or attending a public information session.

#### Helpline

The Helpline provides basic information and will refer you to an employment network and/or WIPA.

Help Line: 1-866-968-7842 (Toll Free)  
1-866-833-2967 (TTY)

**SSA Choose Work** - <https://choosework.ssa.gov/>

#### Working While Disabled - How We Can Help

<https://www.ssa.gov/pubs/EN-05-10095.pdf>

#### Social Security Redbook -

<https://www.ssa.gov/redbook/>

#### RI Work Incentives Information, Sessions, & Benefits Counseling - <http://www.sherlockcenter.org>

#### Medicaid Buy-In - Sherlock Plan

The Medicaid Buy-In law, also known as the Sherlock Plan, allows qualified Rhode Islanders receiving SSI or SSDI payments to continue receiving government-subsidized health coverage in the form of Medicaid even if they return to work and exceed the current income and resource eligibility thresholds.

<https://eohhs.ri.gov/Consumer/TheSherlockPlan.aspx>

## EDUCATIONAL RESOURCES

### Rhode Island Department of Elementary and Secondary Education, Office of Student, Community and Academic Supports (OSCAS)

<https://www.ride.ri.gov/StudentsFamilies/SpecialEducation/SecondaryTransition.aspx>

Transition Coordinator: (401) 222-8350

### RI Regional Transition Centers and Vocational Assessment Centers

- **East Bay**  
Phone: (401) 595-7799  
<https://ebecri.org>
- **Northern RI**  
Phone: (401) 495-2011  
<http://www.nric-ri.org>
- **Southern RI**  
Phone: (401) 481-5161
- **West Bay**  
Phone: (401) 941-8353, x. 124  
<http://www.westbaycollaborative.org>

## FAMILY AND INDIVIDUAL SUPPORT

### Paul V. Sherlock Center on Disabilities

Phone: (401) 456-8072

TTY via RI Relay: 711 or 1-800-745-5555

Spanish via RI Relay: 711 or 1-866-355-9294

<http://www.sherlockcenter.org>

### RI Parent Information Network

Phone: (401) 270-0101

<https://www.ripin.org>

## ADVOCACY

### Disability Rights Rhode Island (DRRI)

Phone: (401) 831-3150, (401) 831-5335 (TTY),

1-800-733-5332 (Toll Free)

<https://drri.org/>



Paul V. Sherlock Center on Disabilities

2023 Paul V. Sherlock Center on  
Disabilities / Rhode Island College