

# APD Guide

## Applying for Services



In order to be eligible for services from the Agency for Persons with Disabilities (APD), an individual must have a developmental disability [as defined in section 393.063(12), Florida Statutes], which occurs prior to age 18 and constitutes a substantial handicap that can reasonably be expected to continue indefinitely.

### Disabilities served by APD include:

- Intellectual disabilities (full scale iq of 70 or below)
- Severe forms of autism
- Spina bifida cystica or myelomeningocele
- Cerebral palsy
- Prader-Willi syndrome
- Down syndrome
- Phelan-McDermid syndrome
- Individuals between the ages of 3 - 5 at high risk for a developmental disability



If you have proof of eligibility that you can provide with your application, it will streamline the eligibility review process! Otherwise, APD will assist you in obtaining the information.

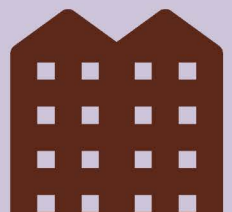
### As part of the application process, APD will request proof of a developmental disability.

Documentation of a developmental disability may include, but is not limited to, school records, testing, or medical records. APD may assist with the provision of a comprehensive assessment if necessary to definitively identify individual conditions or needs. Refer to the link on the next page for more information on eligibility and applying for services.

Only applicants whose domicile (as defined in section 222.17, Florida Statutes) is in Florida are eligible for services. Additionally, applicants must be at least 3 years of age to be determined eligible for services.

### Proof of domicile documents include:

- Florida driver's license/id card
- Florida voter registration card
- Florida court filled declaration of domicile
- Homestead exemption filing
- Mortgage/lease agreement
- School/employment records

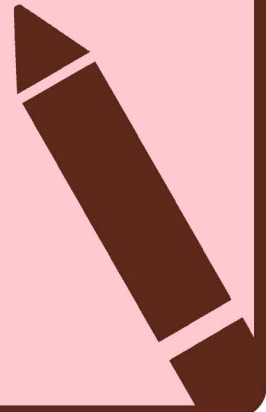


To apply for services from the Agency for Persons with Disabilities, submit an application to the APD office that serves your area, either by mail or by hand delivery.

Services include participation in the iBudget Home & Community Based Services Waiver or placement in an intermediate care facility for individuals with intellectual or developmental disabilities (ICF/IID). Faxed submissions will be returned for an original signature.

Applicants for services may be accepted from a parent or court appointed guardian of a minor child, legally competent adult, or authorized legal representative.

For applicants under 18 years of age, the person's legal representative must sign the application for APD services. If the applicant is 18 years of age or older, they must sign the application and all necessary documents unless they have been determined incapacitated by a court of law or unless they have asked another person to exercise their rights (in writing). An adult who is unable to sign may mark the signature line. The mark shall be identified and witnessed as their mark. If the adult is incapacitated, the legal representative (as identified in a court order) shall execute all documents on behalf of the applicant.



#### Applicants in crisis include:

- Those who are currently homeless.
- Those who exhibit life threatening behaviors that place them or others in extreme danger
- Those who have a caregiver who is in extreme duress and can no longer provide for the applicant's health and safety.



Applicants who are in crisis should contact the Agency for Persons with Disabilities' regional office serving their county.

The local regional office may be able to provide short term services and will review the situation to determine if a crisis waiver enrollment request is warranted.

For more information regarding crisis criteria, visit the Florida Administrative Code & Florida Administrative Register website:  
[www.flrules.org/gateway/ChapterHome.asp?Chapter=65G-1](http://www.flrules.org/gateway/ChapterHome.asp?Chapter=65G-1)



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