



State of Connecticut
Department of Developmental Services

DDS

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Deputy Commissioner

To: Executive Management Team
Regional Directors
Assistant Regional Directors
Regional Business Managers
Self Determination Directors
Quality Improvement Directors
Private Service Providers

From: Vincent O'Connell, Director of Administrative Services

Date: November 20, 2008

Re: NEW-Advisory: Use of Client Funds to Procure Prescription Medications, Non-Prescription Medications, and Outpatient Services

Attached is a copy of DDS's new **I.F. ADV. 004 – Use of Patient Funds to Procure Prescription Medications, and Non-Prescription Medications and Outpatient Services**, issued November 30, 2008

This advisory was developed to clarify when a client may use his or her funds to buy medications or outpatient services

Please ensure that a copy of this advisory is filed in your DDS Manual, Part I, Service Delivery, Section F- Human Rights and Legal Responsibilities. An updated Table Of Contents is being forwarded for reference and filing.

This advisory shall be shared with all staff as appropriate as well as to those with specific implementation responsibilities.

Please note that for DDS staff, this advisory and updated Table of Contents are also available for reference on the DDS LAN-J Drive in the " DDS Manual" folder.

This advisory will be reviewed and updated as necessary

If you have any questions, please contact Andrew Wagner at 860 418-6109 or e-mail at Andrew.wagner@ct.gov.

Phone: 860 418-6000 ♦ TDD 860 418-6079 ♦ Fax: 860 418-6001
460 Capitol Avenue ♦ Hartford, Connecticut 06106
www.ct.gov/dds ♦ e-mail: ddsct.co@ct.gov
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