

Intellectual Disability Services			
Category	Service	Minimum Experience for the Principal of the Entity or Connecticut Administrator (If an out of state corporation)	Demonstration of Managerial Experience
Family Supports	Personal Supports	One (1) year experience supervising staff providing supports to individuals with intellectual disability's or in a related field.	At least one (1) staff member of the Executive Management Team must have at least one (1) year experience supervising staff providing supports to individuals with intellectual disabilities or in a related field.
	Adult Companion		
	Respite-Individual		
	Individualized Day Support		
	Transportation		
Individualized Home Supports	Individualized Home Supports (IHS)	One (1) year experience supervising staff providing supports to individuals with intellectual disabilities or in a related field.	At least one (1) staff member of the Executive Management Team must have at least one (1) year experience supervising staff providing supports to individuals with intellectual disabilities or in a related field. <i>Additional requirements must be completed after the first two years of service.</i>
Supports in a Day Program	Group Day Services	One (1) year experience in an administrative capacity for an organization that provides day supports to individuals with intellectual disabilities.	At least one (1) staff member of the Executive Management Team must have at least two (2) years experience supervising staff providing supports to individuals with intellectual disabilities or in a related field. <i>One (1) year of the experience may be substituted for one (1) year of experience providing supports to individuals in related field.</i>
	Individualized supported Employment		
	Supported Employment		
Supports in a Residential Facility	Community Living Arrangement	Knowledgeable of the nature, needs, development and management of programs for individuals with intellectual disabilities and must have at least one (1) year experience in an administrative capacity for an organization that provides or provided residential supports to individuals residing in a CLA, CRS or similar setting.	At least two (2) staff members of the Executive Management Team must have at least three (3) years experience supervising staff providing supports to individuals with intellectual disabilities or in a related field. <i>Two (2) years of the experience may be substituted for two (2) years of experience providing supports to individuals in related field.</i>
	Continuous Residential Service		
	Overnight Respite Facility		
	Community Companion Home	Licensed CCH setting.	
Consultant Services	Healthcare Coordination	A Registered Nurse (RN) licensed in the State of Connecticut with at least two years of nursing experience and relevant experience with people served by DDS or individuals with behavioral health needs.	<p>Resume or Curriculum Vita - Resume should highlight the individual's entire professional experience and the qualifications that directly impact their ability to provide the desired service.</p> <p>Copy of university diploma</p> <p>Copy of current professional clinical license</p> <p>Three current letters of reference that clearly identifies who the reference is for and the name, phone number and address of the individual supplying the reference. At least one reference should be from a clinician familiar with the applicant's professional work and that references evidence of positive outcomes for individuals resulting from interventions designed and implemented or overseen by the applicant.</p>
	Clinical Behavioral Support	Clinical Behavioral Consultant - Doctoral, BCBA, or Master's Level Behavior Support Providers: Doctorate and current licensure in psychology (Licensure per CGS Chapter 383), or current certification as a Board Certified Behavioral Analyst (BCBA) or Master's degree in psychology, special education, social work or a related field. Proof of Licensure per CGS Chapter 383b (Licensed Clinical Social Worker), or Licensure per CGS Chapter 383a or 383c (Marriage and Family Therapist or Professional Counselor) as applicable. <i>Two (2) years of experience providing behavioral supports to people</i>	<p>Resume or Curriculum Vita - Resume should highlight the individual's entire professional experience and the qualifications that directly impact their ability to provide the desired service.</p> <p>Copy of university diploma</p> <p>A copy of current certificate (if applicable)</p> <p>Three current letters of reference that clearly identifies who the reference is for and the name, phone number and address of the individual supplying the reference. At least one reference should be from a clinician familiar with the applicant's professional work and that references evidence of positive outcomes for individuals resulting from interventions designed and implemented or overseen by the applicant.</p>

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		with developmental disabilities.	Required to show evidence of expertise in developing and implementing behavioral support plans. Please submit 2 samples of functional assessments and behavioral support plans including methods for increasing adaptive behaviors and decreasing maladaptive or challenging behaviors. Ensure all information has been de-identified. Work samples containing individual name or date of birth will not be accepted.
			Successful outcome of interview with designated DDS staff.
	Interpreter	Certified by National Association of the Deaf or National Registry of Interpreters for the Deaf and be registered with the Commission on the Deaf and Hearing Impaired.	
	Nutrition	Dietitian/Nutrition Licensure per CGS Chapter 384b	
Specialized Services	Transportation (provided by a transportation company)	Valid CT Driver's License	
	Independent Support Broker (FICS)	Five years experience in working with people with intellectual disabilities involving participation in an interdisciplinary team process and the development, review and/or implementation of elements in an individual's plan of care. One year of the experience must have involved supervision of direct care staff in OR responsibility for developing, implementing and evaluating individualized supports for people with mental retardation in the areas of behavior, education or rehabilitation. Substitutions Allowed: College training in programs related to supporting people with disabilities (social service, education, psychology, rehabilitation, etc.) may be substituted for the experience on the basis of 15 semester hours equaling one-half year of experience to a maximum of four years.	
	Adult Day Health Services	Must submit current certificate.	Provider must meet the requirements of Section 17b-342-2(b)(2) of the DSS regulations. Providers of the medical model of Adult Day Health must also meet the requirements of Section 17b-342-2(b)(3) of the DSS regulations.
	Camp	Copy of camp license/certificate.	
	Parenting Support	Bachelor's Level Degree in Human Services or related field supporting individuals with intellectual/developmental disabilities: Social Work, Education, Psychology, Child Development, or Rehabilitation.	<p>Three years experience working with individuals with intellectual/developmental disabilities. Three years experience working with families and children (Birth to 18 years old).</p> <p>Résumé or Curriculum Vita and University Diploma</p> <p>A copy of current professional clinical license or certificate (as applicable)</p> <p>Three current letters of reference and contact information—at least one of which is from an individual familiar with the applicant's professional work and which references evidence of positive outcomes for individuals resulting from interventions designed and implemented or overseen by the applicant. All recommendation letters provided should reflect the current interest in the agency becoming a qualified provider.</p> <p>A sample of recent work highlighting your ability to develop a plan and assist individuals with developing parenting skills</p>