



MICHELLE LUJAN GRISHAM  
Governor

DAVID R. SCRASE, M.D.  
Acting Cabinet Secretary

Date: September 15, 2021 DDSD-DDW Numbered Memo 2021-09

To: All DD Waiver Case Management Agencies

From: Jason Cornwell, Director   
Developmental Disabilities Supports Division

CC: Selina Leyba, OR Contract Manager   
DDSD Community Programs Bureau

Re: Child to Adult Transitions

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Previously, University of New Mexico Continuum of Care (CORE) also known as the Outside Reviewer (OR) required a Developmental Disabilities Supports Division (DDSD) exception form for all child to adult transition budgets that do not take place either on the first (1<sup>st</sup>) of the month following the individual's eighteenth (18<sup>th</sup>) birthday or at the end of the Individual Service Plan (ISP) term. This requirement was based on current Budget Work Instructions.

Effective September 15<sup>th</sup>, 2021, there is no need for a DDSD exception form. Child to Adult transitions will be processed not only on the first (1<sup>st</sup>) of the month following the individual's eighteenth (18<sup>th</sup>) birthday or at the end of the ISP term but also any time in between those specified timeframes that the individual chooses.

The child to adult budget submission process will remain the same apart from the DDSD exception form.

As a reminder, the Budget Worksheet Instructions and process to transition all children into OR review will also be updated with the DD Waiver Renewal.

Any questions or clarifications related to this memo should be directed to Selina Leyba at [SelinaT.Leyba@state.nm.us](mailto:SelinaT.Leyba@state.nm.us).

Thank you.