



Community Habilitation Enrollment Process: What to Expect!

We're so excited for you to join our Foundling family! We know the enrollment process can seem complicated - but we are here to walk you through each step:

BEGIN YOUR FOUNDLING JOURNEY

1

The first step is inquiring about services! Simply email, call, or connect with us on social media. A member of our team will reach out and answer any questions about the services we provide in NYC and Rockland County.



Please ensure that your loved one is eligible: they must be age 5+ for Community Habilitation; All must have active Medicaid and be OPWDD eligible.

2

START ENROLLMENT

We'll work with you & your care manager on enrolling your loved ones into your selected program.

3

DOCUMENTATION REVIEW

Your care manager will begin sending us the documents needed for service approval. This step can take up to one week.



Please ensure that your loved one has an updated annual physical and PPD reading!

4

PROGRAM ASSESSMENT

After reviewing initial documents, our staff will invite you and your loved one to an in-person or virtual assessment to meet you and determine needs and goals. After a successful meeting, we will welcome them to enroll in the program.



If school-aged, we also can provide educational advocacy and support - including IEP meetings and more!

5

FINAL DOCUMENTS & AUTHORIZATION

We will continue to work with your care manager on gathering all other enrollment documents, including a Service Authorization from OPWDD. This process can take up to 60 days. We will work to ensure your loved one is enrolled as soon as possible!

We're excited to get started, and are looking forward to meeting you!

For any questions about the enrollment process, feel free to reach out at [\(212\) 886-4020](tel:(212)886-4020) or ddinfo@NYFoundling.org.