

Central/West Area Office Locations and Cities/Towns Covered

Please direct all support/services related questions to your local Area Office listed below.

All supports are subject to funding and availability

Berkshire Area Office

333 East St. 5th Floor, Pittsfield, MA 01201 413-447-7381

Adams, Alford, Ashley Falls, Becket, Cheshire, Clarksburg, Dalton, Egremont, Florida, Gr. Barrington, Hancock, Hinsdale, Housatonic, Lanesboro, Lee, Lenox, Monroe, Monterey, Mt. Washington, New Ashford, New Marlboro, North Adams, Otis, Peru, Pittsfield, Richmond, Sandisfield, Savoy, Sheffield, Stockbridge, Tyringham, Washington, Williamstown, Windsor

Franklin/Hampshire Area Office

**One Roundhouse Plaza Ste 204, Northampton, MA 01060
413-586-4948**

Amherst, Ashfield, Athol, Bernardston, Buckland, Charlemont, Chesterfield, Colrain, Conway, Cummington, Deerfield, Easthampton, Erving, Gill, Goshen, Greenfield, Hadley, Hatfield, Hawley, Heath, Leeds, Leverett, Leyden, Middlefield, Millers Falls, Montague, New Salem, Northampton, Northfield, Orange, Pelham, Petersham, Phillipston, Plainfield, Rowe, Royalston, Shelburne, Shutesbury, Sunderland, Turners Falls, Warwick, Wendell, Westhampton, Whately, Williamsburg, Worthington

Holyoke/Chicopee Area Office

88 Front Street, 1st Floor, Holyoke, MA 01040 413-535-1022
Belchertown, Bondsville, Chicopee, Granby, Holyoke, Ludlow, Monson, Palmer, S. Hadley, Southampton, Thorndike, Three Rivers, Ware

North Central Area Office

435 Main Street, Fitchburg, MA 01420 978-342-2140

Ashburnham, Ashby, Ayer, Baldwinville, Barre, Berlin, Bolton, Clinton, Fitchburg, Gardner, Groton, Hardwick, Harvard, Hubbardston, Lancaster, Leominster, Lunenburg, New Braintree, Oakham, Pepperell, Petersham, Princeton, Rutland, Shirley, Sterling, Templeton, Townsend, Westminster, Winchendon

South Valley Area Office (Milford)

194 West Street #9 Milford, MA 01757 508-634-3345

Bellingham, Blackstone, Douglas, Franklin, Grafton, Hopedale, Medway, Mendon, Milford, Millbury, Millville, Northbridge, Sutton, Upton, Uxbridge, Whitinsville

South Valley Area Office (Southbridge)

1 North Street, Southbridge, MA 01550 508-764-0751

Brimfield, Brookfield, Charlton, Dudley, Charlton Depot, Holland, Oxford, Southbridge, Spencer, Sturbridge, Wales, Warren, Webster

Springfield/Westfield Area Office

**436 Dwight St., Suite 205, Springfield, MA 01103
413-784-1339; 800-370-8525**

Agawam, Blandford, Chester, Feeding Hills, Granville, Hampden, Huntington, Indian Orchard, Longmeadow, Montgomery, Russell, Southwick, Springfield, Tolland, Westfield, Wilbraham

Worcester Area Office

24 Southbridge Street, Worcester, MA 01608 508-792-6200

Auburn, Boylston, Cherry Valley, Holden, Leicester, Paxton, Shrewsbury, West Boylston, Worcester

Regional Eligibility Office Locations

Central/West Region

Regional Eligibility Coordinator

Central West Region

140 High St. Suite 301

Springfield, MA 01105

Intake Referral Number: 413-205-0940

Fax Number: 413-205-1608

Metro Region

Regional Eligibility Coordinator

411 Waverley Oaks Road, Suite 304

Waltham, MA 02452 Intake Referral

Intake Referral Number: 781-314-7513

Fax Number: 781-314-7539

Northeast Region

Regional Eligibility Coordinator

Hogan Regional Center

PO Box A

Hathorne, MA 01937

Intake Referral Number: 978-774-5000

ext. 850

Fax Number: 978-739-0420

Southeast Region

Regional Eligibility Coordinator

151 Campanelli Drive, Suite B

Middleboro, MA 02346 Intake Referral

Intake Referral Number: 508-866-5000

Fax Number: 508-866-8859



Your Guide to the Eligibility Process

How To...

The
Commonwealth of Massachusetts
Executive Office of
Health and Human Services

Department of Developmental Services

500 Harrison Avenue

Boston, MA 02118

Voice: (617) 727-5608

Fax: (617) 624-7577

TTY: (617) 624-7783

Email: DDS.Info@state.ma.us

DDS website at: www.mass.gov/dds

Central/West Region

David Tobin, Ph.D., Eligibility Manager
Elizabeth O. Cullinane, Eligibility Coordinator
(413) 205-0940

Central/West Region

140 High St. Suite 301

Springfield, MA 01105

Application Process

Mission Statement

The Department is dedicated to creating, in partnership with others, innovative and genuine opportunities for individuals with intellectual disabilities to participate fully and meaningfully in, and contribute to, their communities as valued members.

Applying for eligibility is a choice and we believe that it is important for applicants to fully understand the criteria for eligibility as well as the type of documentation that is required to enable DDS to make such an important decision. Therefore, included in the new application are the criteria for eligibility and explicit instructions about the necessary documentation.

Another important component is legal authorization to proceed with the process. Applicants must give their written permission so that DDS can proceed with the eligibility process. This does not mean that an applicant cannot get help from a family member, friend or agency. However if the applicant chooses to have someone assist him/her, she/he will also need to authorize that by signing a permission form.

This permission is required if the applicant wants DDS to be able to communicate directly with this person on their behalf. These authorizations are now a vital part of the new application form.

After a complete application has been received by the Regional Eligibility Team, applicants can expect to be contacted by a Regional Eligibility Team member to schedule a face-to-face meeting.

Central/West Region Family Support Centers

Berkshire Area

Berkshire County Arc Central & Southern Berkshire County Family Support Center

395 South Street, Pittsfield, MA 01201 (413) 499-4241 www.bcrc.org
133 Quarry Hill Road, Lee, MA 01238 (413) 464-7962

UCP Central & Northern Berkshire Family Support Center

535 Curran Highway, North Adams, MA 01247 (413) 664-9345 208 West Street, Pittsfield, MA 01201 (413) 442-1562 www.ucpberkshire.org

Franklin/Hampshire Area

Pathlight/Family Empowerment

41 Russell Street, Hadley, MA 01035 (413) 585-8010
www.family-empowerment.org

Franklin County Family Support Center

294 Avenue A, Turner Falls, MA 01376 (413) 774-5558
www.unitedarc.org

North Quabbin Family Support Center- GAAAFSN

361 Main Street, Athol, MA 01331 (978) 249-4052 www.unitedarc.org

Holyoke/Chicopee Area

Multicultural Community Services, MCS Family Support Center

260 Westfield Road, Holyoke, MA 01040 (413) 534-3299
www.mcsnet.org

North Central Area

Seven Hills Family Services, Family Support Center of N. Central

1460 John Fitch Highway, Fitchburg, MA 01402
(978) 632-4322 www.sevenhills.org/family-support

Cultural/Linguistic-Specific Family Support Center

Multicultural Family Development Center
437 Main Street, Fitchburg, MA 01420 (978) 343-5836 centroinc.org

South Valley Area

Kennedy Donovan Center

171 Main Street 3rd Floor, Milford, MA 01757 (508) 473-5700 kdc.org

Seven Hills Family Services, Family Support Center of S. Valley

208 Charlton Road, Sturbridge, MA 01566 (508) 796-1950
www.sevenhills.org/family-support

Springfield/Westfield Area

Multicultural Community Services, MCS Family Support Center

1000 Wilbraham Road, Springfield, MA 01109 (413) 782-2500
www.mcsnet.org

Cultural/Linguistic-Specific Family Support Center

New North Family Support Center
11 Wilbraham Rd. 2nd Floor, Springfield, MA 01109
(413) 731-3110 www.scan360.org

Cultural/Linguistic-Specific Family Support Center

The SC@N 360 Family Center 11 Wilbraham Rd. 2nd Floor, Springfield, MA 01109 (413) 731-3110 www.scan360.org

Seven Hills Family Services

Family Support Center of Greater Worcester
799 West Boylston Street, Worcester, MA 01606
(508) 796-1850 www.sevenhills.org/familysupport

Cultural/Linguistic-Specific Family Support Center

Worcester Multicultural Family Support center
11 Sycamore Street, Worcester, MA 01608
(508) 798-1900 www.cetrolasamericas.org

Criteria for Eligibility for Children and Adults

6.06: Eligibility for Children's Supports (1) Persons who are younger than 22 years of age may be eligible for Children's Supports provided, purchased, or arranged by the Department if the person: (a) is domiciled in the Commonwealth; and (b) for persons who are five through 22 years of age, either: 1. have a severe chronic disability that: a. is attributable to a mental or physical impairment resulting from Intellectual Disability, Autism Spectrum Disorder, Smith-Magenis Syndrome or Prader-Willi Syndrome; b. is likely to continue indefinitely; c. results in substantial functional limitations; or 2. have a verified diagnosis of Intellectual Disability or a closely related developmental condition that results in substantial functional limitations, or (c) for persons from birth to age five a substantial developmental delay or specific congenital or acquired condition with a high probability of resulting in a developmental disability if services are not provided

6.04: Adult Eligibility for Intellectual Disability or Developmental Disability Supports (1) Persons who are 22 years of age or older are eligible for Intellectual Disability Supports provided, purchased, or arranged by the Department if the person: (a) is domiciled in the Commonwealth; and (b) is a person with intellectual disability as defined in 115 CMR 2.01: Definitions. (2) Persons who are 22 years of age or older are eligible for Community Developmental Disability Supports provided, purchased or arranged by the department if the person: (a) is domiciled in the commonwealth; and (b) is a person with Autism Spectrum Disorder, Prader-Willi Syndrome or Smith-Magenis Syndrome as defined in 115 CMR 2.01: Definitions; and (c) does not have an intellectual disability as defined in 115 CMR 2.01: Definitions