

Metro 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

Greater Boston Area Office **65 Sprague Street** **Hyde Park, MA 02136** **617-363-2900**

Allston, Beacon Hill, Boston, Brighton, Brookline, Charlestown, Chelsea, Chinatown, Dorchester, Downtown Crossing, East Boston, Hyde Park, Jamaica Plain, Mattapan, North Dorchester, North End, Revere, Roslindale, Roxbury, South Boston, South End, West Roxbury, Winthrop

Charles River West Area Office **255 Elm Street, Suite 205** **Somerville, MA 02144** **617-623-5950**

Belmont, Cambridge, Somerville, Waltham, Watertown

Middlesex West Area Office **300 Howard Street** **Framingham, MA 01702** **508-861-2211**

Ashland, Dover, Framingham, Holliston, Hopkinton, Hudson, Marlboro, Natick, Northborough, Sherborn, Southborough, Sudbury, Wayland, Westborough

Newton/South Norfolk Area Office **125 West Street** **Walpole, MA 02081** **508-668-3679**

Canton, Dedham, Foxboro, Medfield, Millis, Needham, Newton, Norfolk, Norwood, Plainville, Sharon, Walpole, Wellesley, Weston, Westwood, Wrentham

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 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 Number: 508-866-5000

Fax Number: 508-866-8859



Your Guide to the Eligibility Process



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

Email: DDS.Info@state.ma.us

DDS website at: www.mass.gov/dds

Metro Region

Kristen O'Melia, Eligibility Manager
Christine Kjellson, Eligibility Coordinator
(781) 314-7513

Metro Region
465 Waverly Oaks Road, Suite 120
Waltham, MA 02452

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.

Metro Region Family Support Centers

Charles River West Area

Cambridge Family & Children's Services
60 Gore Street, Cambridge MA 02141
(617) 876-4210 www.helpfamilies.org

Greater Boston Area

Bay Cove Family Support Center
66 Canal Street, Boston MA 02114
258 Mill Road, Chelmsford, MA 01824
(617) 371-3121 www.baycove.org

Vinfen Corp. DDS Family Support Center
1208 C VFW Parkway, Suite 103, West Roxbury, MA 02132
(617) 562-4094 www.vinfen.org

Work Inc. Family Support Center
25 Beach Street, Dorchester, MA 02122
(617) 691-1601 www.workinc.org

**Cultural/Linguistic-Specific Family Support Center
Project Able**
888 Washington Street, Suite 102, Boston, MA 02111
1881 Worcester Road, Framingham, MA 01701
(617) 988-8132 www.advocates.org
Chinese and Vietnamese Families

Cultural/Linguistic-Specific Family Support Center
Haitian Family Support Center
1603 Blue Hill Avenue, Mattapan, MA 02126
(617) 298-8076 www.haphi.org

**Cultural/Linguistic-Specific Family Support Center
Dimock Family Support Center**
55 Dimock Street, Roxbury, MA 02119
(617) 442-8800 www.dimockcenter.org
African American/Multicultural Families

Cultural/Linguistic-Specific Family Support Center
Solidaridad
25 Beach Street, Dorchester, MA 02122
(617) 691-1620 www.workinc.org

Middlesex West Area

Charles River Center
4 Strathmore Road, Natick, MA 01760
(508) 651-5914 www.charlesrivercenter.org

Greater Marlboro Programs Inc.
65 Boston Post Road West, Suite 220, Marlborough, MA 01752
(508) 485-4227 www.gmpinc.org

Newton/South Norfolk Area

Charles River Center
59 East Militia Heights Road, Needham, MA 02492
(781) 972-1048 www.charlesrivercenter.org

The Arc of South Norfolk Family Support Center
789 Clapboardtree Street, Westwood, MA 02090
(781) 762-4001 www.arcsouthnorfolk.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