**Application for Section 21 and Section 29 Waiver Services for Children’s and Mental Health Case Managers**

The home and community-based waiver programs provide services in a variety of settings including at home, in the community, and on the job. Adults with intellectual disabilities or autism spectrum disorder who want to live as independently as possible at home and in their community may be eligible for one of two waiver programs: Comprehensive Waiver (Section 21) or Support Waiver (Section 29).

Services may include: Home, Community, and/or Work Support, career planning, assistive technology, durable medical equipment, therapy services (Section 21 only), and respite (Section 29 only).

**Section 21:**

1. [Section 21 Waiver Information Form](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/inline-files/Section-21-Waiver-Information-Form-CH-and-MH.docx)

1. The [Personal Plan](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/documents/Personal-Plan-Update-for-Children%27s-and-Mental-Health-Case-Management%202.12.docx) Update Form and Individual Treatment Plan – The Personal Plan Update focuses on and explains the member’s need for services and levels of support staff will provide. Areas to address – home support, community support and work support.

1. [Yearly Cost Estimate](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/inline-files/Updated-Cost-Estimate_0.xlsx)
2. Complete the [Developmental Services Home and Community Based (HCB) Waiver Assessment (BMS-99) (Word)](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/documents/Developmental-Services-Home-and_Community-Based-Waiver-Assessment%20%28BMS-99%29%202.12.docx).
3. Any relevant documents that would assist in determining eligibility and/or priority level.

**Section 29:**

1. [Section 29 Cover Sheet (Word)](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/inline-files/Section-29-Cover-Sheet%208.4.20_0.docx)
2. The [Personal Plan Update Form](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/documents/Personal-Plan-Update-for-Children%27s-and-Mental-Health-Case-Management%202.12.docx) and Individual Treatment Plan. The Personal Plan Update focuses on and explains the member’s need for services and levels of support staff will provide. Areas to address – home support, community support and work support. (use the same for both Section 21 and 29 waiver applications)
3. Complete the [Developmental Services Home and Community Based (HCB) Waiver Assessment (BMS-99) (Word)](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/documents/Developmental-Services-Home-and_Community-Based-Waiver-Assessment%20%28BMS-99%29%202.12.docx). (use the same for both Section21 and 29 waiver applications)
4. [Yearly Cost Estimate (see bottom of spreadsheet for Section 29 tab)](https://www.maine.gov/dhhs/sites/maine.gov.dhhs/files/inline-files/Updated-Cost-Estimate_0.xlsx)

**Complete Application Packets must be sent by email to the** **Developmental Services Waiver Specialist****.**

**The Waiver Specialist will review the documents and will assign the eligible Member the appropriate priority level status on the waiting list for Section 21 based upon criteria in Section 21.05-5. Section 29 applications will be date-stamped upon receipt and the eligible Member will be placed on the Waiting List on their Medical Eligibility date according to Section 29.03-5. Applications will be reviewed in cue for medical eligibility, once a funded opening becomes available. The Waiver Specialist will notify the Member/Guardian in writing. Waiver Assessments can be viewed for waitlist 29.03-5**

**If you have any questions or would like some assistance with completing a packet, please email** **Cheryl Guimond****.**