

# DHHS/OADS Developmental Services

## Section 21 Comprehensive Waiver

### Waitlist Application Form

#### Cover Sheet

Please complete all requested fields on this cover sheet. Incomplete applications will be returned without being reviewed.

If applying for both Waivers, submit two separate cover sheets and applications (one complete packet for Section 21 waitlist consideration and another complete packet for Section 29 waitlist consideration).

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**Client Name**

**Client EIS People ID**

**Client Mailing Address**

**Client MaineCare ID**

**Date of Birth**

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**Guardian Name (If Applicable)**

**Co-Guardian (If Applicable)**

**Guardian Mailing Address**

**Co-Guardian Mailing Address**

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**Case Manager Name**

**Case Manager Phone Number**

**Case Management Agency**

**Case Manager E-Mail Address**

**Case Manager Mailing Address**

**Application Date**

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Please provide all requested materials.\*\*\* Applications cannot be processed without the first 3 documents on the following list.

1. A signed current Person-Centered Plan Face Sheet (both pages). The plan (planning meeting) cannot be more than 6 months prior to Application
2. A signed copy of the Choice Letter Regarding Services Form. The Plan date listed on the form should match the date of the Plan supplied, the Signature dates of the form should be on or after that Plan date.
3. A completed DS Comprehensive HCB Waiver Assessment (commonly referred to as a BMS-99) saved in EIS and NOT LOCKED ~ the Plan date on the Assessment should match the date of the Plan.
4. A completed Waiver Eligibility Form
5. If necessary, provide any relevant/current documents, that will help with the eligibility determination and priority listing ~ i.e. recent psychological assessment, current behavior plan, OT/PT evaluation, IEP recommendation, etc. DO NOT print and include information accessible in EIS.

**There are two Waiver Assessments available in EIS - Support and Comprehensive. Select DS Comprehensive HCB Waiver Assessment for the Section 21 Waiver. A Support Assessment cannot be processed.**