



State of Illinois

Illinois Department of Human Services



DIVISION OF
DEVELOPMENTAL
DISABILITIES

The Pathway to Services Starts with PUNS

WHAT IS PUNS?

PUNS is a statewide database the IDHS Division of Developmental Disabilities uses to identify individuals with developmental disabilities that may need home and community-based waiver services now or in the future.

The Division of Developmental Disabilities funds services and supports for children and adults with developmental disabilities including residential supports, personal supports at home, activities during the day, supported employment, and more.

Individuals who enroll in PUNS may be selected to apply for services. Selection from PUNS for the Adults with Developmental Disabilities Waiver is based on the amount of time in the Seeking Services Category after the age 18. Selection from PUNS for the Children's Support Waiver is based on the amount of time in the Seeking Services Category from initial PUNS registration.

WHO SHOULD ENROLL?

People in Need of Services: Enrolling in PUNS is the first step to getting services through the Home and Community-Based Services (HCBS) Medicaid Waivers for people with developmental disabilities. Adults and children age 3 and older can enroll on PUNS. In order to enroll you must have a reasonable basis to believe a developmental disability is present.



HOW TO ENROLL:



<https://bit.ly/DDDISCAgency>

- 1. Contact an Independent Service Coordination (ISC) Agency**
 - a. Locate an ISC Agency by phone: **1-888-DD-PLANS (TTY: 1-866-376-8446).**
 - b. Use the online IDHS office locator: **<https://www.dhs.state.il.us/page.aspx?module=12>**
 - i. Office Type: Developmental Disability Services
 - ii. Enter county (and zip code if searching in Cook County)

2. Meet with the ISC Agency

Staff from the ISC agency will help complete the PUNS forms for enrollment. They will ask about things such as disability, current supports, and what may be needed in the future.

When enrolling, the ISC Agency will help people decide if they should be in Seeking Services or Planning for Services Category. A person who wants to be selected should enroll in Seeking Services. Someone who isn't sure if they will want or need services in the future can enroll in Planning for Services. The category can be changed at any time with the ISC Agency.

AFTER YOU ENROLL:

Wait time: PUNS selections for services in the Adult Waiver are based on the amount of time a person has been enrolled on PUNS in the Seeking Services category after their 18th birthday (people who have been waiting the longest are selected first). Time in the Planning Category does not count towards total time waiting. An individual can email DHS.DDD.PUNS@illinois.gov for inquiries about their current PUNS status and when they may be selected.

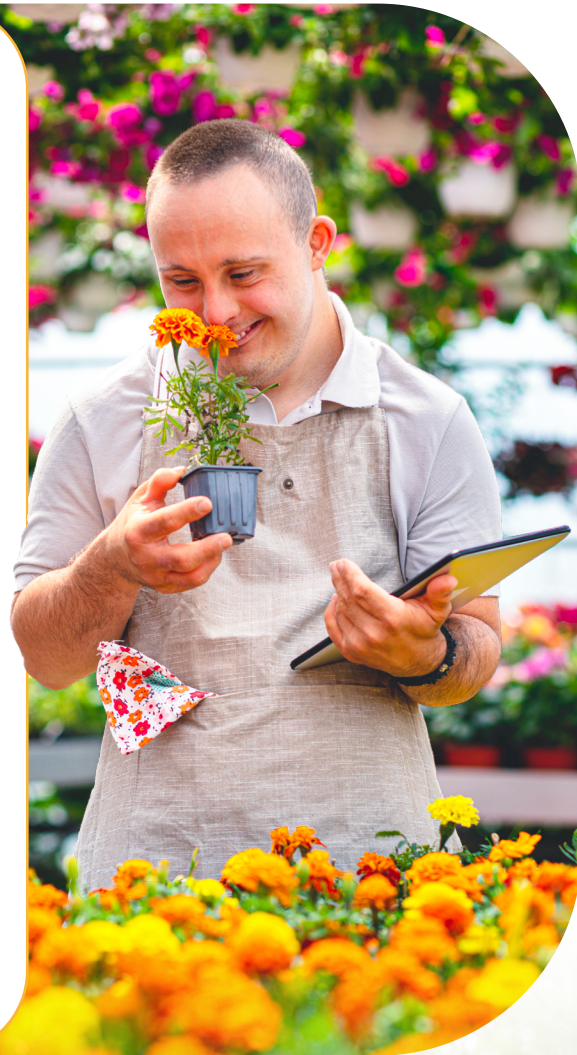
Selection from PUNS: Current PUNS selections for the Adults with Developmental Disabilities Waiver occur annually for those seeking adult services. Please note that selection from Children's Support Waiver does not occur annually.

No Expiration of PUNS selection: When a person is selected from PUNS, they will be notified by letter. The selection letter does not expire. If the person chooses not to pursue services at the time of selection, they may do so in the future when waiver services best meet their needs.

Help in a Crisis: If a person is in a crisis (homeless, abused, or neglected), they should inform the ISC Agency as soon as possible. The person may qualify for services without waiting to be selected from PUNS.

Keep Your Information Up to Date: The ISC Agency will follow up every year after enrollment until selection to ensure the person's contact information remains up to date. The ISC Agency will review wants and needs to see if there has been a change. If a person is no longer interested in receiving services, they should let the ISC Agency know as soon as possible.

Please Note: Enrolling on PUNS does not confirm that a person is eligible for services, nor is enrollment a guarantee that services will be provided. Enrollment on PUNS ensures that the IDHS Division of Developmental Disabilities knows about an individual's need for waiver services.



Everyone is welcome.

IDHS programs and services are available to all eligible individuals regardless of race, gender, sexual orientation, religion, or background.

