



State of Connecticut
Department of Developmental Services

DDS

Ned Lamont
Governor

Jordan A. Scheff
Commissioner

Peter Mason
Deputy Commissioner

March 16, 2020

Dear Individuals, Families and Guardians,

In an effort to provide ongoing updates regarding statewide preparedness efforts for COVID-19, this memo is to communicate further guidance being issued by the Department of Developmental Services (DDS) as of the date of this memo.

Specifically, DDS continues to take steps that may drastically change the daily routine of the individuals we support and our qualified providers. Please be assured that all decisions were focused on maintaining the health and safety and welfare of you and your loved ones.

DDS guidance includes:

Day and Employment Programs

- DDS is requiring that any DDS congregate settings of 50 or more, staff and those supported combined, cease operation until further notice.

Further we encourage providers to be ready with a plan for how you will work in groups no larger than 5 people supported plus staff.

- For providers that assist individuals in competitive employment opportunities, we encourage you and the individual you support to discuss options with the employer directly.
- Day program providers may redeploy their staff to provide similar supports and services in residential settings directly.

DDS Dental Clinics

- DDS is requiring all DDS dental clinics to cancel all scheduled elective, routine, and non-urgent dental services until March 27, 2020.

DDS Case Management

- DDS case managers will continue to work with individuals and families to convene Individual Planning meetings via tele-conference.

Phone: 860 418-6000 ♦ TDD 860 418-6079 ♦ Fax: 860 418-6001
460 Capitol Avenue ♦ Hartford, Connecticut 06106
www.ct.gov/dds ♦ e-mail: ddsct.co@ct.gov
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- Annual Individual Planning meetings and Level of Need assessments may be extended based on case manager evaluation.
- All quality service reviews, initial intake visits, and other service coordination visits will be suspended. However, tasks that require face-to-face visits to ensure health and safety will continue. These tasks include well-care visits and immediate protective service orders.

For general information and statewide updates related to COVID-19 please visit:

<https://portal.ct.gov/coronavirus>

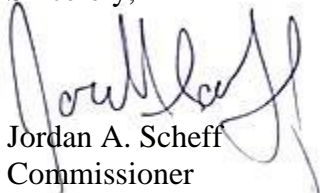
DDS urges everyone to take simple preventative measures to keep healthy:

- Wash your hands thoroughly and often throughout the day. Use warm water and soap for at least 20 seconds. If soap and water are not available, use an alcohol-based hand gel.
- Cough or sneeze into your elbow. Viruses can spread by coughing or sneezing on other people or into your hands.
- Anyone experiencing COVID-19 symptoms should call their healthcare provider.

DDS continues to work with the administration, our sister state agencies, federal partners and our network of providers on all preparedness effort and will continue to communicate any statewide and agency-based updates as they become available.

Thank you.

Sincerely,



Jordan A. Scheff
Commissioner
Department of Developmental Services