



## ***Special Notice about State Supplement Applications For Rated Housing Providers***

Important new information,  
Effective August 1, 2015

**Please MAIL new applications to one of three  
DSS Long-Term Services and Supports (LTSS)  
Application Centers**

**\*\*New Rated Housing Application Process at DSS\*\***

To better serve our applicants, clients and facility providers, DSS operates three Long-Term Services and Supports (LTSS) Application Processing Centers. **The centers will receive and process new applications from specific cities and towns for rated housing applicants.** Rated housing facilities include Residential Care Homes, Boarding Homes and Group Homes.

The facility LTSS and rated housing application centers are located in the DSS **Bridgeport, New Haven and Waterbury offices.** Please check the table in this notice for which application center to use based on your city or town.

**Application packets with as much of the required documentation that is available at the time of submission should be mailed directly to the appropriate LTSS Application Processing Center, beginning August 1.** Please discontinue mailing new applications to the DSS ConneCT Scanning Center. If you would like to apply online go to [www.connect.ct.gov](http://www.connect.ct.gov) and click on the Apply Now button. Once the application is submitted online you will receive an online application ID, please continue to email that ID to the RCH email address at [ResidentialCareHomes.DSS@ct.gov](mailto:ResidentialCareHomes.DSS@ct.gov).

**New applications submitted on or after August 1, 2015** to the Bridgeport, New Haven and Waterbury LTSS facility Application Processing Centers will be processed by the center as defined by the catchment area described below. Rated housing redeterminations will continue to be processed statewide through ConneCT. This means that **all paperwork for redeterminations and interim changes should be sent to the DSS ConneCT Scanning Center at P.O. Box 1320, Manchester CT 06045** (not to the new LTSS facility Application Centers).

*(notice continued >>)*

For questions specific to a pending case after an application is made, clients should call the assigned caseworker directly. Applicants will be provided a worker's contact information once the case is assigned. Rated housing providers should continue to use the RCH email address at [ResidentialCareHomes.DSS@ct.gov](mailto:ResidentialCareHomes.DSS@ct.gov). For all other general calls or questions, the DSS Benefits Center staff will serve you at 1-855-6-CONNECT (1-855-626-6632). For questions specific to this notice please call Eligibility Policy and Program Support at 860-424-5250.

Thank you for your participation in this process. We look forward to working with you.

--CT Department of Social Services

### **DSS Long-Term Services and Supports Application Centers**

<p style="text-align: center;"><b>Waterbury Office</b>  <b>249 Thomaston Avenue</b>  <b>Waterbury, CT 06702</b></p> <p>For: Avon, Beacon Falls, Berlin, Bristol, Bloomfield, Burlington, Canton, Cheshire, East Granby, Farmington, Granby, Hartford, Middlebury, Naugatuck, Newington, New Britain, Oxford, Plainville, Plymouth, Prospect, Rocky Hill, Simsbury, Southbury, Southington, Stafford, Suffield, Waterbury, Watertown, West Hartford, Wethersfield, Windsor Locks, Windsor, Wolcott.</p>	<p style="text-align: center;"><b>Bridgeport Office</b>  <b>925 Housatonic Avenue</b>  <b>Bridgeport, CT 06606</b></p> <p>For: Barkhamsted, Bethel, Bethlehem, Bridgeport, Bridgewater, Brookfield, Canaan, Colebrook, Cornwall, Danbury, Darien, Easton, Fairfield, Goshen, Greenwich, Hartland, Harwinton, Kent, Litchfield, Morris, Monroe, New Canaan, New Fairfield, New Hartford, New Milford, Newtown, Norfolk, North Canaan, Norwalk, Redding, Ridgefield, Roxbury, Salisbury, Sharon, Sherman, Stamford, Stratford, Thomaston, Torrington, Trumbull, Warren, Washington, Weston, Westport, Wilton, Winchester, Woodbury.</p>
	<p style="text-align: center;"><b>New Haven Office</b>  <b>50 Humphrey Street</b>  <b>New Haven, CT 06513</b></p> <p>For: Andover, Ansonia, Ashford, Bethany, Bolton, Bozrah, Branford, Brooklyn, Canterbury, Chaplin, Chester, Clinton, Colchester, Columbia, Coventry, Cromwell, Deep River, Derby, Durham, Eastford, East Haddam, East Hartford, East Hampton, East Haven, East Lyme, East Windsor, Ellington, Enfield, Essex, Franklin, Glastonbury, Griswold, Groton, Guilford, Haddam, Hamden, Hampton, Hebron, Killingly, Killingworth, Lebanon, Ledyard, Lisbon, Lyme, Madison, Manchester, Mansfield, Marlborough, Meriden, Middlefield, Middletown, Milford, Montville, New Haven, New London, North Branford, North Haven, North Stonington, Norwich, Plainfield, Pomfret, Portland, Preston, Putnam, Old Lyme, Orange, Salem, Scotland, Seymour, Shelton, Somers, South Windsor, Sprague, Stafford, Sterling, Stonington, Tolland, Thompson, Union, Vernon, Voluntown, Wallingford, Waterford, Westbrook, West Haven, Willington, Windham, Woodbridge, Woodstock.</p>