



TO: DDS Providers
CC: Jordan A. Scheff, Commissioner
Elisa F. Velardo, Deputy Commissioner
FROM: Jacob M. Manke, Director of Strategic Planning & Emergency Services
Chief Shelly Carter, DDS Fire & Emergency Services
SUBJECT: E-Score Program Updates
DATE: 10/27/2023

This memo is to provide guidance to DDS Providers regarding upcoming changes to the E-Score Program beginning November 3, 2023.

BACKGROUND

The Department of Developmental Services (DDS), Southbury Training School Fire Department (STSF) has overseen the administration of the Evacuation Capability Score (E-Score) Program for all DDS Licensed Community Living Arrangements (CLAs). E-Scores are issued to providers for the compliance with the Connecticut State Fire Safety Code.

On **November 3, 2023**, the STSF will be closed and staff will be reorganized into a statewide fire & life safety unit, known as DDS Fire & Emergency Services, that will continue the administration of this program.

GUIDANCE

Beginning November 3, 2023:

- All forms and information required by DDS to complete the E-Score determination must be submitted electronically to **dds.escores@ct.gov**.
- Providers wishing additional copies of issued E-Scores should contact DDS Fire & Emergency Services via email.
- Questions or concerns regarding E-Scores can be directed to the **dds.escores@ct.gov** address. A team member will return your email or call you directly.

Please note, DDS is in the process of developing a more efficient manner for the submission and issuance of E-Scores. An additional communication and training will be distributed to Providers regarding the future process. Please feel free to provide suggestions on improving the program to DDS Fire & Emergency Services.