

## How to Apply for Waiver Services

1915(c) Home and Community Based Services (HCBS) waiver programs offer services that can help someone live at home or in the community instead of a nursing home or other type of facility. The Kentucky Department for Medicaid Services (DMS) has [six waivers that meet a variety of support needs](#).

For individuals with an <b>acquired brain injury</b>	<ul style="list-style-type: none"> <li>• <b>Acquired Brain Injury (ABI)</b></li> <li>• <b>Acquired Brain Injury Long Term Care (ABI LTC)</b></li> </ul>
For the aged or individuals with a <b>physical disability</b>	<ul style="list-style-type: none"> <li>• <b>Home and Community Based (HCB)</b></li> </ul>
For individuals who are <b>ventilator dependent</b>	<ul style="list-style-type: none"> <li>• <b>Model II Waiver (MIIW)</b></li> </ul>
For individuals with an <b>intellectual or developmental disability</b>	<ul style="list-style-type: none"> <li>• <b>Michelle P. Waiver (MPW)</b></li> <li>• <b>Supports for Community Living (SCL)</b></li> </ul>

**How Do I Apply?** To qualify for waiver services, you must meet waiver level of care **and** be eligible for Medicaid. Medicaid and waiver services have **separate** application processes.

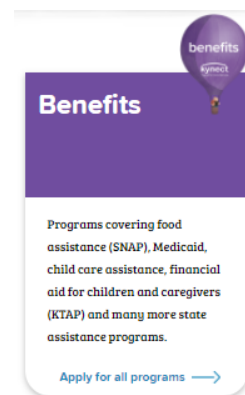
**Applying for Medicaid:** To receive waiver services, you must be eligible for the type of Medicaid that pays for waiver services. This is called **waiver-supportive Medicaid**.

The Department for Community Based Services reviews Medicaid applications and determines if an individual is eligible. You have three options for submitting a Medicaid application. **Applications are not accepted by mail.**



- **Online:** Go to [kynect.ky.gov](https://kynect.ky.gov) on your computer, phone, or tablet. To get started, look for the purple **Benefits** icon and choose **Apply for All Programs**.

You must sign up for a Kentucky Online Gateway (KOG) account if you have never used kynect before. Select the link at the bottom of the page that says **Sign Up** to create a KOG account. Videos and user guides for creating a KOG account and using kynect are available at <https://bit.ly/kynectHelpGuides>.



Once you are signed up for a KOG account, click the purple **Apply for Benefits** button and kynect will walk you through the application process. If you have used kynect before, you can skip this step and use the email address and password you already have.



- **By Phone:** Call the Department for Community Based Services at (855) 306-8959. Follow the prompts to select your preferred language. When you are given a list of options, select **healthcare and food benefits**, followed by **waiver-supportive Medicaid**.



- **In-Person:** Go to a DCBS office. You can find your local DCBS office at [https://kynect.ky.gov/benefits/s/find-dcbs-office?language=en\\_US](https://kynect.ky.gov/benefits/s/find-dcbs-office?language=en_US).

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### Tips for Applying for Waiver-Supportive Medicaid



- You can apply for yourself or someone else.
- If applying by phone or at a DCBS office, tell them you are applying for Medicaid for waiver.
- Having the following documents can make the application process easier.
  - Identification
  - Social Security number
  - Income information
  - [Resource information](#)
  - Health insurance card and premiums
  - Medical bills
  - Proof of citizenship (if applicable)

**Applying for Waiver Services:** Once you submit a Medicaid application and its status is approved or pending, you should apply for waiver services. There are two options for submitting a waiver application. **Applications are not accepted by mail.**



- **Online:** Go to [kynect.ky.gov](https://kynect.ky.gov) and follow the same steps as when you applied for Medicaid.



- **In-Person:** You can apply in person by going to an **Aging and Disability Resource Center (ADRC)** or a **Community Mental Health Center (CMHC)**.
  - Find an **ADRC** at <https://chfs.ky.gov/agencies/dail/Pages/adrc.aspx> or call (877) 925-0037.
  - Find a **CMHC** near you at <https://dbhdd.ky.gov/cmhc>.

### Tips for Applying for Waiver Services



- You can apply for yourself or someone else.
- Make sure you have all documentation supporting the need for waiver services. Below is a list of **required documents** you need to apply. These documents help our reviewers determine if you or your loved one qualifies for waiver services.

ABI	ABI LTC	HCBS	Model II	MPW	SCL
<a href="#">MAP-10</a> and hospital discharge summary from brain injury occurrence with CT or MRI results	<a href="#">MAP-10</a> and medical records verifying a primary brain injury diagnosis.	<a href="#">MAP-10</a> and a physician's statement describing how the individual's physical disability affects their ability to perform activities and instrumental activities of daily living.	<a href="#">MAP-10</a> and physician's notes or orders for ventilator use 12+ hours a day	Documentation showing intellectual or developmental disability, such as individualized education plan, psychological evaluation, First Steps evaluation, or physician's order	Psychological evaluation with full-scale intelligence quotient (FSIQ) and Adaptive behavior assessment

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### What Happens After I Submit a Waiver Application?

The Department for Medicaid Services will review your application to see if you or the person you applied for qualifies for waiver services and which waiver is the best fit. We will send a letter to the applicant letting them know if they meet the requirements and what to do next.

### What If I Have Questions?

Additional information about applying for Medicaid and waiver services using kynect is available at <https://chfs.ky.gov/agencies/dms/Pages/kynectben.aspx>.

For questions about **applying for Medicaid or about waiver-supportive Medicaid**, contact the Department for Community Based Services at (855) 306-8959 or [DFS.Medicaid@ky.gov](mailto:DFS.Medicaid@ky.gov).

The Department for Medicaid Services uses other state agencies to help operate some waiver programs. For questions about **applying for waiver services**, contact the agency listed next to the waiver you applied for or want to know more about.

Waiver	Agency	Contact Information
ABI, ABI LTC and MIIW	Department for Medicaid Services	(844) 784-5614 <a href="mailto:1915cWaiverHelpDesk@ky.gov">1915cWaiverHelpDesk@ky.gov</a>
HCB	Department for Aging and Independent Living	(877) 314-0589 <a href="mailto:HCBInquiries@ky.gov">HCBInquiries@ky.gov</a>
MPW and SCL	Department for Behavioral Health, Developmental and Intellectual Disabilities	(502) 564-7700 <a href="mailto:DDID.Info@ky.gov">DDID.Info@ky.gov</a>