



DEVELOPMENTAL DISABILITIES ADMINISTRATION
Olympia, Washington

TITLE:	COMMUNITY ENGAGEMENT SERVICES	POLICY 4.14
--------	-------------------------------	-------------

Authority:	42 C.F.R. 441.301(c)(2) 42 C.F.R. 441.301(c)(4) 42 C.F.R. 441.301(c)(5) Chapter 388-825 WAC Chapter 388-845 WAC WAC 388-834-0040	The Person-Centered Service Plan Home and Community-Based Settings Settings that are not Home and Community-Based Developmental Disabilities Administration Service Rules DDA Home and Community Based Services Waiver DDA Preadmission Screening and Resident Review
Reference:	DDA Policy 4.27 DDA Policy 5.13 DDA Policy 5.25 DDA Policy 16.01 DDA Policy 16.06	Teleservice Protection from Abuse: Mandatory Reporting Integrated Settings: Promoting Community Integration through Long-Term Services and Supports Responding to PASRR Referrals Referring PASRR Clients for Community Transition

PURPOSE

This policy establishes service delivery guidelines for community engagement.

SCOPE

This policy applies to DDA field services staff and DDA-contracted providers of community engagement.

POLICY

- A. Community engagement is a DDA waiver service that introduces and connects a client to community supports, resources, and activities to help the client fully access their community for daily living needs or to reduce social isolation. It is available on the Basic Plus, Core, and Individual and Family Services waivers, the Preadmission Screening and Resident Review (PASRR) program, and the Roads to Community Living (RCL) grant.

- B. Services provided must be consistent with the needs, goals, and interests outlined in the client's PCSP or PASRR assessment.
- C. Community engagement is not available to a client when the client is receiving:
1. Residential habilitation services under [WAC 388-845-0650](#); or
 2. Behavioral Rehabilitation Services through the Department of Children, Youth, and Families.
- D. Community engagement may be provided individually or in a small group of up to four clients who have the same or similar goals and interests and are provided in an integrated setting.
- E. Examples of community engagement include helping a client:
1. Find and secure an apartment or home, set up utilities, or communicate with a landlord;
 2. Sign up for, attend, or participate in local groups (social groups, senior centers, religious service or community college) or public community resources (the library, post office or public transportation);
 3. Participate in community activities like going to the mall, movie theatre, restaurant, or park to learn naturally through experience; or
 4. Connect to people in their community who share similar interests like art, music, games or sports.
- F. If the client sets skill development goals that will be generalized across settings, the CRM should evaluate whether life skills is a more appropriate service match.
1. On a quarterly basis, as required in their contract, the provider must work with the client to complete and submit to the CRM a progress report using [DSHS 10-660](#), *Community Engagement Quarterly Progress Report*. The report records times and dates that services were provided with a brief synopsis of what they have been working on with the client.
 2. The CRM will review the report and effectiveness of the service delivery and determine if changes to the client's CE is necessary. The CRM may suggest that a discussion with the client, caregiver, and CE provider should occur.

Note: If a referral is necessary due to imminent danger of the client or caregiver, the provider must initiate the referral and notify DDA no more than two hours after the referral.

- G. If the client requests to receive community engagement through teleservice, requirements outlined in [DDA Policy 4.27](#), *Teleservice*, must be met.

EXCEPTION

Any exception to this policy must have the prior written approval of the Deputy Assistant Secretary.

SUPERSESSION

DDA Policy 4.14, *Community Engagement Services*

Issued May 15, 2023

Approved: 
Deputy Assistant Secretary
Developmental Disabilities Administration

Date: May 1, 2025