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|  | DEVELOPMENTAL DISABILITIES ADMINISTRATION (DDA)  **Notice of Insufficient Information for Reapplication**  Date: | |
| APPLICANT NAME AND ADDRESS | | LEGAL REPRESENTATIVE NAME AND ADDRESS |
| Dear :  The Developmental Disabilities Administration (DDA) received your “Request for DDA Eligibility Determination” on .  Your previous application for DDA eligibility was denied on , after a review of the records identified below: | | |
| DDA cannot process the current request because it does not contain additional or new information. In order for DDA to process this request, please provide additional or new information **within 30 days of this notice**. Please refer to Washington Administrative Code 388-823-1080(3), which is included below.  Thank you.  NAME TITLE PHONE NUMBER EMAIL ADDRESS  **WAC 388-823-1080: If DDA decides that I do not meet the requirements for eligibility, how soon can I reapply for another decision?**  If DDA decides that you do not have a developmental disability as defined in this chapter, you may reapply only if:  (1) Your eligibility was terminated because DDA could not locate you and you have subsequently contacted DDA;  (2) Your eligibility was terminated because you lost residency in the state of Washington and you have reestablished residency;  (3) You have additional or new information relevant to the determination that DDA did not review for the previous determination of eligibility; or  (4) DDA denied or terminated your eligibility based solely on your ICAP score and it has been more than twenty-four months since your last ICAP. | | |