

# Support Coordination Agency Selection Form

In order to access services funded by the New Jersey Division of Developmental Disabilities, you will need to have a Support Coordination Agency (SCA).

You may find potential SCAs through the Provider Search Database at <https://irecord.dhs.state.nj.us/providersearch>, using the following four steps: **(1)** under Filter, select "Service" and check Support Coordination; **(2)** select "Medicaid Approved" and check the box; **(3)** select "County Served" and select the county in which the individual resides; and **(4)** click the magnifying glass. If you do not have a preference, you can choose to have the Division auto-assign one to you.

A Guide to assist individuals and families in choosing a Support Coordination Agency is also available at The Boggs Center on Developmental Disabilities at <http://njsupportingcommunitylives.org/people-and-families/information-selection/>.

**Preferred Option:** Email completed form to [DDD.SCACHoice@dhs.state.nj.us](mailto:DDD.SCACHoice@dhs.state.nj.us)

-OR-

**Mail the completed form to:**  
 New Jersey Division of Developmental Disabilities  
 Central Office c/o SCA Selection Forms  
 PO Box 726  
 Trenton, NJ 08625-0700

<b>Individual's Name:</b> <input style="width: 95%;" type="text"/>	<b>DDD ID:</b> <input style="width: 95%;" type="text"/>	<b>County of Residence:</b> <input style="width: 95%;" type="text"/>
	<b>Date Of Birth:</b> <input style="width: 95%;" type="text"/>	
<b>I need a Support Coordinator that speaks</b> <input type="checkbox"/> <b>Spanish</b> <input type="checkbox"/> <b>Other Language:</b> <input style="width: 100px;" type="text"/>		
<b>Please indicate if any of the following apply</b>		
<input type="checkbox"/> I am a graduating student (please note that the Division begins assigning SCAs for graduating students in April) <b>Graduation Date:</b> <input style="width: 100px;" type="text"/>		
<input type="checkbox"/> I would like to <b>CHANGE</b> my current SCA <b>Current SCA:</b> <input style="width: 95%;" type="text"/>		
<input type="checkbox"/> My SCA is <b>CLOSING</b> <b>Current SCA:</b> <input style="width: 95%;" type="text"/>		
<b>Please indicate your choice of SCA OR auto-assign option</b>		
We encourage that two SCA's be provided to improve your chances of being assigned to an agency of your choice. If the agency you choose does not provide services within your county, or does not have the capacity to provide you with services at this time, you will be auto assigned.		
My <b>first choice</b> for a Support Coordination Agency is: <input style="width: 95%;" type="text"/>		
*I prefer a particular Support Coordinator in the above agency – Name: <input style="width: 95%;" type="text"/>		
My <b>second choice</b> for a Support Coordination Agency is: <input style="width: 95%;" type="text"/>		
*I prefer a particular Support Coordinator in the above agency – Name: <input style="width: 95%;" type="text"/>		
<b>Auto-Assign</b>		
I <b>do not have a preference</b> for Support Coordination Agency. Please auto-assign me. <input type="checkbox"/> (check here if applicable)		

\*Please be aware that Support Coordination Agencies cannot guarantee, nor are they required to, assign your preferred Support Coordinator.

<b>Signature:</b> <input style="width: 95%;" type="text"/>	<b>Date:</b> <input style="width: 95%;" type="text"/>
<b>Print Name:</b> <input style="width: 95%;" type="text"/>	<b>Phone:</b> <input style="width: 95%;" type="text"/>
<b>Email (for notification purposes):</b> <input style="width: 95%;" type="text"/>	