



PROPOSED STUDY QUESTIONS

Developmental Disabilities Administration Processes and Staffing

A photograph of the Washington State Capitol building, featuring its iconic dome and classical columns. In the foreground, a large tree with vibrant yellow autumn foliage stands to the left of the building. The scene is set against a clear blue sky.

2022 Legislature directed JLARC to review DDA's processes and staffing

- ▶ Evaluate processes for determining eligibility, assessing service needs, and ensuring clients can access services.
- ▶ Assess how DDA manages its staffing levels and the list of individuals waiting for services.
- ▶ Review best practices from other states.
- ▶ Identify options for streamlining DDA's processes.

ESSB 5263, Ch. 19, Laws of 2022

The Developmental Disabilities Administration (DDA) is a division of DSHS

DDA provides three categories of services:

1. Respite, family support, and personal care services.
2. Residential services, including community-based, and institutional.
3. Supported employment services.

DDA reported serving 37,000 Washingtonians in 2022.

In the 2023-2025 biennium, the Legislature appropriated \$4.8 billion to DDA.

DDA's intake and service eligibility process

- 1 DDA eligibility
- 2 Financial eligibility
- 3 Functional needs assessment



DDA places some individuals on a wait list

No Paid Services caseload

Individuals who have:

- Been deemed eligible for services but have not requested a service.
- Requested a service for which there is insufficient funding available.



The study will address three questions

- 1. What are DDA's processes for determining eligibility, assessing needs, and ensuring that eligible individuals can access services?**
 - User-friendly, consistent, equitable, culturally responsive, and efficient?
 - Comparison to other states
- 2. How does DDA manage the list of individuals who are waiting for services?**
 - Characteristics and needs
 - Factors affecting the number of individuals waiting
- 3. How does DDA determine staffing levels for client intake and case management?**
 - Approach to hiring, retaining, and training
 - Consistency with diversity, equity, and inclusion goals

Next Steps

Preliminary Report
December 2024

Proposed Final Report
January 2025

View the study questions:
www.leg.wa.gov/jlarc





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