

PUNS (Prioritization of Urgency of Need for Services) Waitlist:

What is the PUNS waitlist, why is it important, and how is it used?

- PUNS (Prioritization of Urgency of Need for Services) is a database of Illinois infants, children, adolescents, and adults with intellectual disabilities who have needs for developmental disability services or supports. The PUNS database helps IL Dept of Human Services identify and plan for your immediate, as well as future needs.
- The State uses the data to select individuals for services as funding becomes available and to plan for future funding needs.
- Without being on PUNS an individual can't access **the majority of residential/vocational placements** that DHS has available.

What assistance can I receive if I sign up for PUNS?

- In-home Supports
- Job Coaches for community employment
- Residential Living Arrangements
- Vocational Day Training programs
- Adaptive Equipment

Who can enroll in PUNS?

- Children (**as of the age of 3**), teens, and adults with developmental disabilities who need residential/vocational services or supports.

What can families expect during the PUNS enrollment process?

CISA is contracted by the state to assist in enrolling individuals seeking services into the PUNS database. The individual with the developmental disability (along with guardian/caregiver/family) need to contact Central IL Service Access (CISA), an Independent Service Coordination Agent (ISC). With calling in, you and your family will complete an intake with the intake coordinator (ext. 101) over the phone. This will take an estimated ten minutes or less. The intake coordinator will work with the you and your family to identify the need for services, explain services and the urgency of need for them. They will then mail out releases so that CISA can gather paperwork from your family doctor, school, or other services that you have used to confirm that there is a strong possibility of an intellectual disability. After that paperwork arrives, a CISA case manager will make an appointment to meet with you and your family to complete the PUNS form face to face.

Information Families Need to Provide to CISA to access the PUNS waitlist:

- IEP's
- School Psychological
- Medical paperwork that designates disability from a primary care or specialty doctor.

What is the process of completing the form?

Based on the information you provide on the PUNS form, the individuals need for services will be categorized as one of the following:

Emergency - need immediate services

Critical - need services within 1-2 years