

Planning for need - need services in the future

It will also explore what present services are being used, and what type of future services are desired.

A completed PUNS form does not confirm that you are eligible for services nor guarantee that services will be provided. However, it does ensure that IL Dept. of Human Services knows about your need for services.

When Does Puns Information Get Updated?

- At least annually you or your family needs to be in contact with CISA to update the form
- Anytime a need for service changes as judged by circumstances in the family home.
- When contact information changes, such as address or telephone number
- When caregiver information changes

How does the PUNS selection work?

- The selection is an open and fair process using criteria such as length of time on database, age of care giver, urgency of need and geographic area of the state.

When Will You Be Selected?

- PUNS selections are based upon funding availability. At present, this has typically been occurring once a year, in the spring.

How do people know if they get selected?

- Individuals selected from the database will receive a letter directly from the Department of Human Services announcing their selection and inviting them to apply for services by contacting CISA. CISA will then complete a Pre-Admission Screen to determine eligibility for services then connect you to a service provider agency to visit to determine if you would like to start services with them.

What do families do if a crisis emerges while enrolled in PUNS?

- Families should contact their ISC Agency immediately for available funding and residential options in their area
- Individuals who meet the crisis criteria do not have to wait on PUNS. Present crisis criteria as outlined by DHS is if someone is homeless, abused or neglected.

Are there any residential or vocational placements that don't rely on PUNS to access?

- Intermediate Care Facility for the Developmentally Disabled (ICF/DD)
- Community Living Facilities (CLF)

Central IL Service Access (CISA) Role with Placement

After initial enrollment on the PUNs database, the CISA representative will be in touch once a year to evaluate if your need for services is the same or if it has changed. As you are selected off the PUNs database and invited to apply for funding, you will be referred back to CISA by the state to complete a Pre-Admission Screen (PAS Screen).

The PAS screen requires specific evaluations to be done, including an ICAP (an evaluation of daily living skills), a psychological, a physical and a medical history. Additional evaluations that may also need to be completed, depending on an individual's diagnosis, are a psychiatric evaluation and a psycho-social evaluation. In addition, historical paperwork may be asked for, such as your IEP from school, or a school psychological. All of these documents are time sensitive and individuals/families seeking services will need to work with their CISA case worker to complete the evaluations. Next, after completing the PAS screen, your CISA case worker will assist you in finding a developmental disability service