

# Pennsylvania's ADULT AUTISM PROGRAMS: Requesting an Application

## How do I request an application?

There are two ways to request an application for Pennsylvania's adult autism programs: by phone, or online. Applications **may not** be requested via email.

### *To request an application by phone:*

Call **1-866-539-7689** (toll free number) and follow the prompts to select the Adult Autism Waiver or the Adult Community Autism Program. Leave a message with the following information:

- Name of person who wishes to apply
- Telephone number
- Address
- County of residence
- If you are calling on the behalf of the person who wishes to apply also leave your name and daytime phone number.

### *To request an application online:*

Visit the Information Referral Tool (IRT): <http://www.dhs.pa.gov/irt>

- The IRT asks a few basic questions and will link individuals who indicate an interest in Autism Services to the COMPASS website.
- Once connected to COMPASS, select "Submit a Referral."
- After answering some additional questions, the referral is submitted electronically to the Bureau of Autism Services.

## Who can request an application?

- An application can be requested by phone, or online, by an individual, or for an individual by someone who is assisting that individual.

## How will my request for an application be processed?

The Bureau of Autism Services processes application requests by the date of referral. The date of referral means the date that a phone message requesting an application was left in the Adult Autism Waiver (AAW) or Adult Community Autism Program (ACAP) voicemail box, or the date that a referral was submitted online through the Information Referral Tool (IRT)/COMPASS.

The individual is then added into the Interest List, which is a list of everyone who would like to apply for the Adult Autism Waiver and/or the Adult Community Autism Program, and has called to request an application by leaving a message, or has requested an application online.

When capacity is available, applications are sent out on a first-come, first-served basis, based on the date of referral, and eligibility determination is completed through the application process, but not before.

*This document highlights changes to the Intake Process for the Adult Autism Waiver (AAW) and the Adult Community Autism Program (ACAP), resulting from the March 12, 2016 implementation of an online option to request an application. For more information about these programs, please visit [www.autisminpa.org](http://www.autisminpa.org) or call 1-866-539-7689.*