



The New Jersey Comprehensive Assessment Tool (NJCAT): A Guide for Caregivers

For individuals seeking support from the Division of Developmental Disabilities

What is the NJ CAT? The New Jersey Comprehensive Assessment Tool (NJCAT) is the **mandatory** needs-based assessment used by the Division of Developmental Disabilities (DDD) as part of the process of determining an individual's eligibility to receive Division-funded services. The NJCAT assesses an individual's support needs in three main areas: Self-care, Behavioral and Medical.

The Developmental Disabilities Planning Institute (DDPI) of Rutgers University conducts the NJCAT assessment on behalf of DDD. To ensure your information is up to date for completion of the NJCAT, or to request the NJCAT be taken, visit bit.ly/ddpiassessment or you can contact DDII at 732-640-0730.

When is the NJ CAT completed?	Who completes the NJ CAT?	Why does the NJ CAT need to be completed?	Resources
<ul style="list-style-type: none">Individuals 18 and older applying for DDD services for the first time. The NJCAT is completed as part of the DDD Intake Application. (Division-funded services are not available until 21 or older) bit.ly/applyfordddservicesStudents turning 21 and transitioning out of school can complete the NJCAT in the fall/winter of their last year of school. (students are entitled to remain in school through 21, and are encouraged to do so as the Division only funds services for individuals 21 and older).If an individual needs an interpreter to complete the NJ CAT, contact the case manager, support coordinator or DDD intake office.	<ul style="list-style-type: none">A trained DDD facilitator will conduct a face-to-face meeting with the individual and his or her guardian. The individual or guardian may invite other family members, service providers and/or caregivers to participate in the meeting as well.The facilitator will access the NJCAT online and, as prompted by the screen, will verbally ask each NJCAT question. The facilitator will enter each answer online only after the answer has been agreed upon by all meeting participants.When all questions have been answered, the facilitator will submit the completed NJCAT electronically.	<ul style="list-style-type: none">Results of the NJ CAT establish the tier which an individual is assigned. Each tier has a corresponding annual budget that is used to access needed services.To enroll in either the Supports Program or Community Care Program, an individual must have a completed NJCAT and an established tier.Once the NJCAT is completed and a tier is established, a tier letter will be mailed to DDD-eligible individuals and their guardians (in cases where the person does not reside with the guardian, the letter will be mailed to the guardian as well). <p>*Tier letters are not sent if the final outcome is that the person is not DDD eligible.</p>	<ul style="list-style-type: none">NJCAT Sample: bit.ly/njcatdddWebinar: Completing the NJCAT: bit.ly/dddnjcatwebinarDDD NJCAT FAQ: bit.ly/dddnjcatDDD Fee for Service Help Desk: DDD.FeeForService@dhs.state.nj.usThe Arc of New Jersey Family Institute — If needed, Family Institute staff can provide support to a family who may need help completing the NJCAT.Family Institute Check List for the NJCAT: bit.ly/njcatchecklistfiDDD Eligibility Go Bag: bit.ly/dddgobag

**Type all links exactly as seen including any capital and lowercase letters, and numbers.