

Supports Brokers

Assisting and Empowering You to Self-Direct



Getting Started

In New Jersey, people can self-direct all or some of their Home and Community Based Services, made available through the Division of Developmental Disabilities (DDD) Supports Program or Community Care Program. Self-directed services are provided by a person you hire, known as a self-directed employee (SDE), or a service provided by a business/vendor that serves the general public, and are paid through use of a fiscal intermediary. Your Support Coordinator will work with you and, as needed, your family to help you understand what it means to self-direct by sharing information, as well as:

- Talking with you to learn about your strengths, needs, and interests, and what you want and don't want in your life
- Supporting you to describe your life goals
- Identifying different types of support that can be used to help you achieve your life goals, including DDD services, relationship-based supports (such as a family member or neighbor), community resources, technology, and other state and local service systems
- Explaining how self-directed services are different from provider-managed services, and which DDD services can be self-directed and which cannot
- Describing the role of the fiscal intermediary and the differences between the two options – Agency with Choice and Vendor Fiscal/Employer Agent
- Sharing information about the resources you use when you self-direct one or more of your services

A fiscal intermediary will be used to process payment and assigned tasks related to your approved self-directed services.

When you choose to self-direct, you can hire a Supports Broker.

Supports Brokerage is a service that is available in the DDD Supports Program and Community Care Program. Your Support Coordinator can help you to identify a Supports Brokerage agency. A **Supports Broker** can help you coordinate and maintain your self-directed services. They empower you to take control of your self-directed services, grow community connections, and direct the life you want.

Learn More

- Check out **Understanding Self-Directed Services in New Jersey** by The Boggs Center: <https://boggscenter.rwjms.rutgers.edu/resources/publications/understanding-self-directed-services-in-new-jersey-and-the-role-of-the-supports-broker>
- Visit the **Office of Education on Self-Directed Services webpage**: <https://www.nj.gov/humanservices/ddd/individuals/community/education>
- Email DDD.OESDS@dhs.nj.gov



RUTGERS HEALTH
The Boggs Center
on Disability and Human Development
Robert Wood Johnson Medical School



Division of
Developmental
Disabilities

Role and Responsibilities of a Supports Broker

Employer Related Support

A **Self-Directed Employee (SDE)** is a worker hired and managed by the person and paid through a fiscal intermediary.

A Supports Broker can assist with hiring, keeping, and managing Self-Directed Employees based on what you need help doing.

This may include **assistance** that **empowers** you to:

- Plan how many SDEs you need and when you will need them
- Recruit and hire your SDEs
- Prepare your SDEs for the job
- Manage your SDEs



Community Connections

A Supports Broker can **assist** you with finding local resources that can help you meet your needs, build connections, and be included in your community.

This may include **assistance** with:

- Identifying local resources and activities that are available to people with and without disabilities
- Planning based on resources and activities that match your needs and preferences
- Determining how the resource/activity will be paid for (if there is a cost)
- Ensuring the community businesses/vendors are able to be paid through your program budget, by a fiscal intermediary



Maintaining Self-Directed Services and a Self-Directed Life

A Supports Broker can **assist** you with maintaining your self-directed services and the life you want.

This may include **assistance** with:

- Creating and facilitating **Circles of Support**
- Planning for Future Supports and Life
- Planning for Independent Living
- Locating Non-DDD Supportive Services (e.g. energy, food, clothing assistance)



A **Circle of Support** is not a listing of relationships or an interdisciplinary team, it is a community of friendship and support with the person at the center. It is a means of providing practical advice, solving problems, and generating creative ideas to contribute positively to the person's life, and creating voluntary network that helps the person to achieve and maintain the life desired.

- *Resourcing Inclusive Communities, 2019*