

**CHAPTER 40**

**DIVISION OF DEVELOPMENTAL DISABILITIES  
ORGANIZATIONAL RULES**

**Authority**

N.J.S.A. 30:1-9 et seq. and 52:14B-4(b).

**Source and Effective Date**

R.2004 d.167, effective March 29, 2004.  
See: 36 N.J.R. 2241(a).

**Chapter Expiration Date**

Chapter 40, Division of Development Disabilities Organizational Rules, expires on March 29, 2009.

**Chapter Historical Note**

Chapter 40, Division of Mental Retardation Organizational Rule, was adopted as R.1984 d.93, effective March 15, 1984. See: 16 N.J.R. 725(b). Pursuant to Executive Order No. 66(1978), Chapter 40 expired on March 15, 1989.

Chapter 40, Division of Developmental Disabilities Organizational Rule, was adopted as new rules by R.1989 d.301, effective May 11, 1989. See: 21 N.J.R. 1572(b).

Pursuant to Executive Order No. 66(1978), Chapter 40, Division of Developmental Disabilities Organizational Rule, was readopted as R.1994 d.249, effective April 25, 1994. See: 26 N.J.R. 2098(b).

Pursuant to Executive Order No. 66(1978), Chapter 40, Division of Developmental Disabilities Organizational Rules, was readopted as R.1999 d.159, effective April 23, 1999.

Chapter 40, Division of Developmental Disabilities Organizational Rules, was readopted as R.2004 d.167, effective March 29, 2004. See: Source and Effective Date. See, also, section annotations.

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**SUBCHAPTER 1. GOALS AND  
RESPONSIBILITIES**

**10:40-1.1 Goals of the Division of Developmental  
Disabilities**

(a) The goals of the Division of Developmental Disabilities are as follows:

1. To provide evaluation, functional and guardianship services to eligible persons;
2. To ensure and advocate for the rights of individuals served, to provide for their health, safety and welfare, and

to protect individuals served from abuse, neglect and exploitation;

3. To develop an individualized habilitation plan for each individual admitted to ongoing services;

4. To provide prompt, effective and individually appropriate care, treatment, training and habilitation to eligible persons;

5. To establish and implement procedures for determination of eligibility for services of the Division;

6. To develop an array of services to enable eligible individuals to be sustained in their own home or other safe, wholesome and supportive living arrangements as may be most appropriate for the individual;

7. To help the families of eligible individuals to develop an understanding and acceptance of both the capabilities and needs of their relatives;

8. To plan for and ensure appropriate utilization of generic and specialized private and public resources and to recommend and secure alternate services when needed;

9. To establish standards for services, whether provided or purchased on behalf of eligible individuals. Such standards shall address the scope and quality of the services as well as recognize unique needs;

10. Through continual assessment of the Division's programs, to ensure that the individual's needs are met and that established program standards are maintained;

11. To provide consultation to organizations and committees (public or private) which work toward improving opportunities for individuals with developmental disabilities;

12. Through research and public education, to contribute to an increased understanding of developmental disabilities;

13. To integrate and maximize the use of Federal, State, local and private resources in providing essential services to eligible persons and their families;

14. To develop and sustain working relationships with other public and private agencies to ensure a continuum of services;

15. To provide effective management of the Division's programs and services within the appropriation; and

16. To promote positive employee relations through adherence to policies of non-discrimination, fair employment practices, promotional opportunities and good work environments.

Amended by R.1994 d.249, effective April 25, 1994.  
See: 26 N.J.R. 2098(b).  
Amended by R.1999 d.159, effective April 23, 1999.  
See: 31 N.J.R. 1334(c).

In (a), substituted a reference to persons for a reference to eligible persons in 3, and substituted a reference to individual's needs for a reference to client's needs in 10.

Amended by R.2004 d.167, effective May 3, 2004.

See: 36 N.J.R. 2241(a).

In (a)11, substituted "individuals with developmental disabilities" for "persons who are developmentally disabled"; substituted "individual" and "individuals" for "person" and "persons" throughout.

## SUBCHAPTER 2. COMPOSITION OF THE DIVISION

### 10:40-2.1 Organization for the provision of mandated services

(a) The Division of Developmental Disabilities operates as an integral part of the Department of Human Services.

(b) Programs and services of the Division are administered by a Director, who is appointed by the Commissioner, Department of Human Services, a Deputy Director, three Assistant Directors and two Regional Assistant Directors.

(c) Under the direction of a Regional Assistant Director for the South, the Division operates a vast network of community based services including, but not limited to, residential placement services, adult training programs for persons over age 21, supported employment programs, case management and referral services as well as four developmental centers located in Vineland, Woodbine, Woodbridge and New Lisbon. Each center is operated under the direction of a Chief Executive Officer and an assistant.

(d) Under the direction of a Regional Assistant Director for the North, the Division operates a vast network of community based services, including, but not limited to, residential placement services, adult training programs for persons over age 21, supported employment programs, case management and referral services as well as three developmental centers located in Clinton, Totowa and Green Brook. Each center is operated under the direction of a Chief Executive Officer and an Assistant.

(e) Under the direction of a Bureau Chief, the Division provides guardianship services for eligible adults who are judged to be incompetent and eligible orphaned or abandoned children. The program is administered from three regional offices located in the central, northern and southern sections of the State. Each regional office is under the direction of a Regional Administrator.

(f) An Assistant Director for Community Outreach and Constituent Relations coordinates the Division's new initiatives, Family Support Program, Self-Determination Program, and Vocational/Employment Programs.

(g) An Assistant Director for Operations coordinates the Division's communications, Research, Grants, Management Services, administration of the Community Care Waiver program, Foster Grandparent services, and provides Information Technology support for all Division components.

(h) An Assistant Director for Quality Enhancement coordinates the Division's Office of Program Support, Quality Improvement, Administrative Practices, and Division Training.

(i) The Division's Central Office, comprising the management and support staff provides executive management, budgetary and technical assistance to the various operating units in the Division.

Amended by R.1994 d.249, effective April 25, 1994.

See: 26 N.J.R. 2098(b).

Amended by R.1999 d.159, effective April 23, 1999.

See: 31 N.J.R. 1334(c).

Rewrote the section.

Amended by R.2004 d.167, effective May 3, 2004.

See: 36 N.J.R. 2241(a).

In (b), inserted ", three Assistant Directors" following "Deputy Director"; in (e), substituted "Administrator" for "Supervisor"; in (f), deleted ", Research, Grants and Foster Grandparents" following "Vocational/Employment Programs"; added new (g) and (h); recodified former (g) as (i).