New Jersey DDD Supports Brokerage Program Readiness

Last reviewed October 2026 · https://www.integralhs.com/nj-ddd-supports-brokerage-readiness

What to have ready

Each item ties to the Supports Program manual, Version 10.0.1 (Supports Program Policies & Procedures Manual, Version 10.0.1 [https://www.nj.gov/humanservices/ddd/assets/documents/supports-program-policy-manual.pdf]), or the DDD page named.

- Your copy of the DDD policy manuals, "particularly the sections related to Supports Brokerage" (DDD Apply to Become a Provider page [https://nj.gov/humanservices/ddd/providers/apply/]).
- Staff résumés showing that each broker has "at least two years of demonstrated experience working with individuals with ID/DD in a planning or coordination role" (17.20.3). 17.20.3 also lists State and Federal criminal background checks, CARI checks and Central Registry checks for all staff, drug tests as applicable under Stephen Komninos' Law, a minimum age of 18, and a valid driver's license and abstract (not to exceed 5 points) if driving is required.
- A signed Supports Brokerage Attestation for each person rendering the service, as 17.20.3 and the application page require.
- Completion records for the Supports Brokerage Orientation through The Boggs Center (DDD Apply to Become a Provider page [https://nj.gov/humanservices/ddd/providers/apply/]).
- Records showing each broker completed "all Supports Brokerage required training before providing the service" (17.20.3).
- A list of every other waiver service your organization provides, so you can show no brokerage participant receives another waiver service from you (17.20.2).
- A check that brokerage is never paid to a participant's legal guardian, parent or spouse (17.20.2).
- For a Home Health Agency or Health Care Service Firm, your license and CMS certification or your accreditation (17.20.3).
- Your skills-training materials on recruiting, hiring, training and managing self-directed employees (17.20.1).
- Your procedure for working alongside each person's Support Coordinator, since brokerage services "supplement but do not duplicate Support Coordination services" (DDD Supports Brokerage page [https://www.nj.gov/humanservices/ddd/providers/supports-brokerage/]).