

TO: Executive Directors of DSN Boards and CEOs of Contracted Providers with Case Management, and Case Management Supervisors

FROM: Constance Holloway, Esq. *CDH*
OIDD Office Director

DATE: January 20, 2026

RE: Update on Waiver Waiting List Additions

The purpose of this memo is to notify case management providers of a change to the practice of automatically adding individuals to the OIDD operated waiver waiting lists at the time of OIDD eligibility determination. This impacts all OIDD operated waivers including the Intellectual Disability and Related Disabilities (ID/RD), Community Supports (CS), and Head and Spinal Cord Injury Waivers. DHHS is working to streamline waiver waiting list processes across all waivers in South Carolina. As a result, and as indicated at the December 17, 2025, Case Management Workgroup Meeting, OIDD is no longer automatically adding individuals to the waiver waiting lists at the time of OIDD Eligibility. Requests for waiver slots should continue to be made through the normal process, as outlined in the waiver manuals.

Please contact Melissa Ritter at mrutter@ddsn.sc.gov with questions regarding this matter.

Thank you.