



**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES**  
**Administration on Developmental Disabilities**

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Habilitation Plan

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**INFORMATION MEMORANDUM**

**TO** : Directors, State Administering Agency(ies)  
Directors, State Planning Councils  
Chairpersons, State Planning Councils  
Directors, Protection and Advocacy Program

**SUBJECT** : Individualized Habilitation Plan (IHP)

**LEGAL AND  
RELATED**

**REFERENCES** : The Developmental Disabilities Act of 1984,  
Public Law 98-527

**CONTENT** : This Information Memorandum outlines the major  
provisions of the Developmental Disabilities Act  
of 1984, Public Law 98-527, relative to the  
Individualized Habilitation Plan (IHP).

**REQUIREMENTS**

Section 123(a) of the Act specifies that as a condition of receipt of Basic State Formula Grant Funds that the State must assure that each program, (including any agency, facility, or project) which receives funds has in effect, an individualized habilitation plan (IHP) for each developmentally disabled person served under the program, and that each IHP must:

- o be in writing (Sec. 123(b)(1));
- o be developed jointly by a representative(s) of the program primarily responsible for service delivery or coordinating the delivery of services to the person for whom the plan is established, the person, and where appropriate, his or her guardian or other designated representative (Sec. 123(b)(2));

- o contain a statement of long term habilitation goals for the person and the intermediate objectives for the attainment of the goals, which should include the increase or support of independence, productivity and integration into the community for the person. Such objectives shall be stated specifically and in sequence and shall be expressed in behavioral or other terms that provide measurable indices of progress (Sec. 123(b)(3));
- o describe how the objectives will be achieved, and the barriers that might interfere with the achievement of them (Sec. 123(b)(3));
- o state an objective criteria and an evaluation procedure and schedule for determining whether such objectives and goals are being achieved (Sec. 123(b)(3));
- o provide for a program coordinator who will be responsible for the implementation of the plan (Sec. 123(b)(3));
- o contain a statement (in readily understandable form) of specific habilitation services to be provided, identify each agency which will deliver such services, describe the personnel (and their qualifications) necessary for the provision of such services, and specify the date of initiation of each service and the anticipated duration of each such service (Sec. 123(b)(4));
- o specify the role and objectives of all parties to the implementation of the plan (Sec. 123(b)(5)); and
- o be reviewed at least annually by the agency responsible for the delivery or coordination of services and the client with (as appropriate) his or her designated representative (Sec. 123(c)).

EFFECTIVE DATE : October 19, 1984, Date of Enactment of the Developmental Disabilities Act of 1984.

INQUIRIES TO : Appropriate ADD Regional Program Director

EASTERN REGION

States : Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Puerto Rico, Rhode Island, Vermont, Virgin Island, Virginia, West Virginia

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SOUTHERN REGION

States : Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, New Mexico, North Carolina, Oklahoma, South Carolina, Tennessee, Texas

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MIDWESTERN REGION


States : Colorado, Illinois, Indiana, Iowa, Kansas, Michigan, Missouri, Montana, Nebraska, North Dakota, Ohio, South Dakota, Utah, Wisconsin, Wyoming

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WESTERN REGION

States : Alaska, Arizona, California, Guam, Hawaii,  
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Jean K. Elder, Ph.D.  
Commissioner  
Administration on Developmental  
Disabilities

cc: Regional Administrators, Regions III,  
VI, VII, and IX  
Regional Program Directors, ADD, HDS,  
Regions III, VI, VII, and IX  
Regional Directors, Office of Fiscal  
Operations, Regions III, VI, VII, and IX