



STEP 1

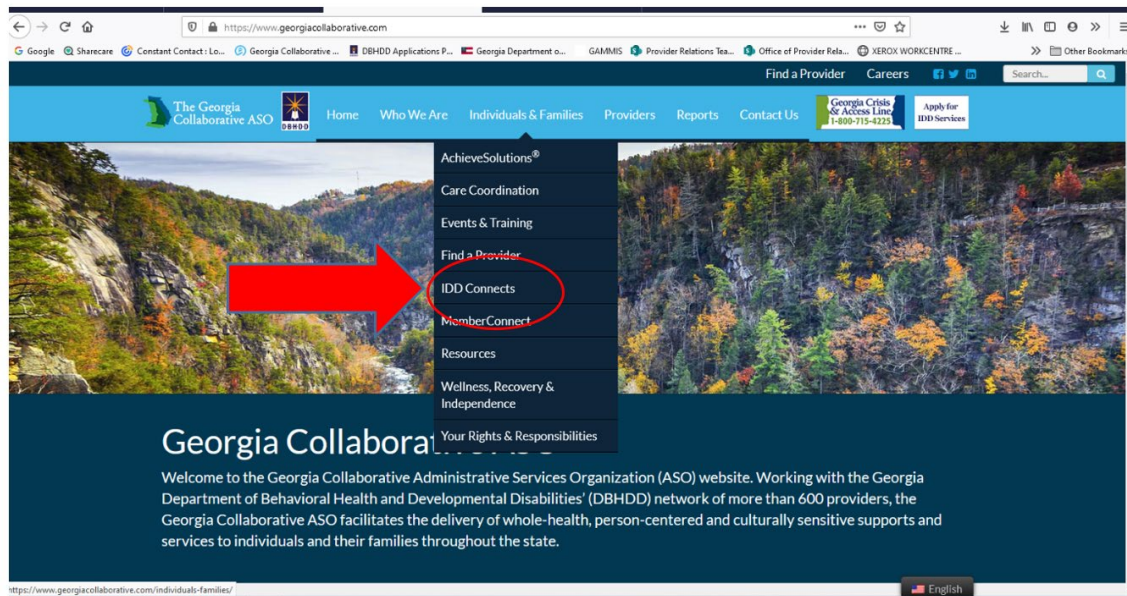
Creating an IDD Connects Individual New User Account

The Department of Behavioral Health and Developmental Disabilities (DBHDD) and Beacon Health Options launched the IDD Connects Case Management System in August 2019 for individuals receiving the New Options Waiver (NOW) or the Comprehensive (COMP) Supports Waiver.

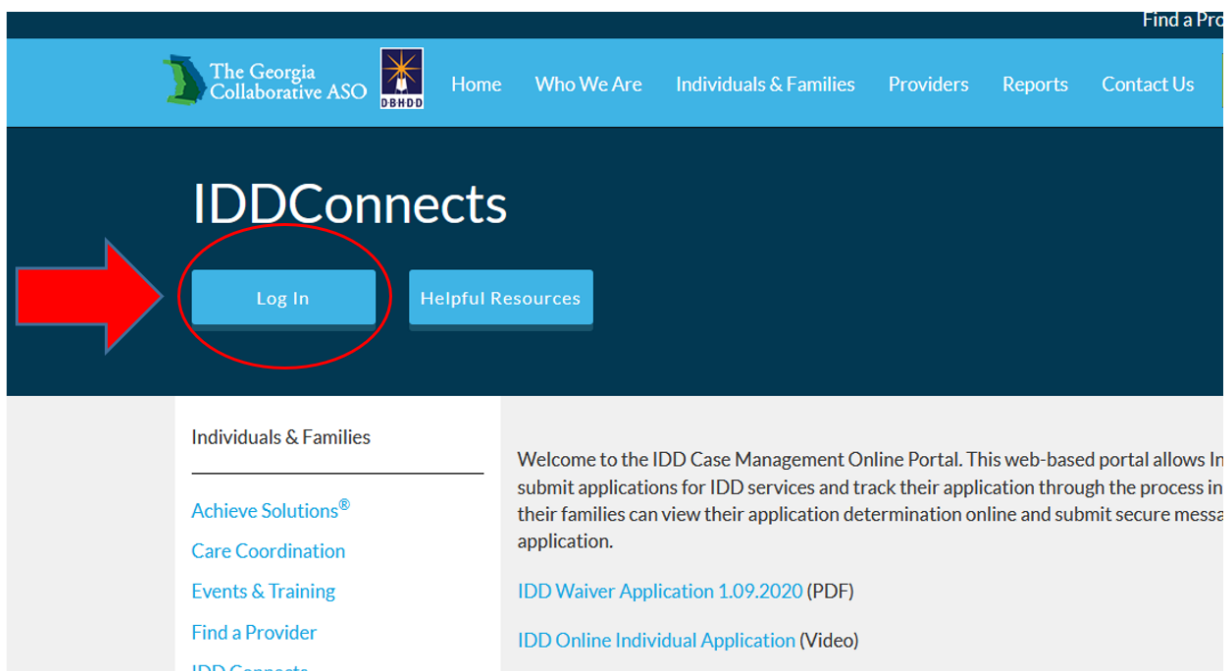
This reference guide will provide step-by-step instructions on creating an Individual new user account in the IDD Connects system. It is intended for individuals already receiving waiver services or who have applied for waiver services via the non-online application.

***If you would like to apply for services in the NOW or COMP Wavier Program through the DBHDD, Division of Developmental Disabilities, you can now apply online [here](#).*

1. To create an Individual new user account in IDD Connects, go to [the IDD Connects Case Management System](#) homepage on the [Georgia Collaborative ASO](#) website.
 - You can also access this portal directly from the Georgia Collaborative ASO website by hovering over the “**Individuals & Families**” tab and selecting “**IDD Connects**” from the drop-down menu.



2. Once on the IDD Connects webpage, select “**Log In**” to begin the setup process for creating a new user account.



3. Once on the log in screen select **“New User? Please Sign Up Here”** to create your username and password.

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Georgia Department of Behavioral Health and Developmental Disabilities

Intellectual and Developmental Disabilities

D·B·H·D·D

All fields marked * are required

User Name *
Enter the User Name

Password *
Enter the Password

Show Password

Login >

Forgot Username / Password?

New User? Please Sign Up Here.

Home Site Map Accessibility Privacy / Security Download Acrobat Reader Non-Discrimination Notice Need Help? >

4. Complete the New User Account registration information to set up your IDD Connects user account.

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Georgia Department of Behavioral Health and Developmental Disabilities

Application for Intellectual and Developmental Disabilities Services

Welcome to DBHDD New User Account registration for Intellectual and Developmental Disabilities Services. Please complete the below fields to create your User Account. This account will allow you to Submit a New Online Application or track a Non Online Application.

Please create your online account

All fields marked * are required

First Name *
Enter your First Name





Last Name *
Enter your Last Name

Create Username *
Enter Username

Create Password *
Enter Password

Confirm Password *
Enter Password

5. Once you have completed your user account registration, you will be taken to your home dashboard.

			
Manage My Applications You can view, edit or delete your submitted applications	Submit a New Application Create a new application and submit	Track an Application Track the current status of the Mailed, Faxed or Telephonic applications submitted	Approve Individual Service Plan Approve, Reject current ISP approvals

Important Note: There is also a video tutorial available on how to set up an IDD Connects user account to assist with the set-up process. This video is accessible from the [Georgia Collaborative ASO website](#). Once on the website, hover over the “**Individuals & Families**” tab and select “**IDD Connects**” from the dropdown menu. From the IDD Connects webpage for Individuals & Families, scroll to “**Applications**” and select “**IDD Online Individual Application**” for the video tutorial.