



## DEPARTMENT OF HUMAN SERVICES

Division of Long Term Services & Supports  
Hillsview Plaza, 3800 East Highway 34  
c/o 500 East Capitol Avenue  
Pierre, SD 57501

**PHONE:** 605-773-3656 or  
1-866-854-5465

**FAX:** 605-773-4085

**WEB:** [dhs.sd.gov](http://dhs.sd.gov)

February 6, 2018

To: Agencies, Organizations and Providers,

The Department of Human Services, Division of Long Term Services and Supports (LTSS) provides access to in-home and community-based services for older adults and adults with disabilities. In February 2018, LTSS began implementation of a public awareness campaign for Dakota at Home at <http://dakotaathome.org/>. Dakota at Home is South Dakota's Aging and Disability Resource Center (ADRC) which includes a toll free number to call and an on-line Resource Directory of long-term services and resources available in South Dakota. Further information on Dakota at Home and the Resource Directory is accessible through the LTSS website located at: <http://dhs.sd.gov/ltss/adrc.aspx>. In addition, the Resource Directory can be accessed at the following website: <http://southdakota.assistguide.net/>.

Dakota at Home offers information on long-term services and supports and resources in South Dakota. Trained Intake Specialists provide information, referral, and assistance to anyone regardless of age, disability, income or resources. Dakota at Home provides objective information on choices for available services; including the types of services needed, and referral to organizations that provide services.

As an agency, organization, or provider who wants to be considered for inclusion in the Dakota at Home on-line Resource Directory, an Inclusion/Exclusion Policy located at: <http://dhs.sd.gov/ltss/providers.aspx> provides information on the 'entities' that can be included in the Resource Directory.

Please submit information on the services and resources your agency or organization provides for consideration of inclusion in the on-line Resource Directory by completing the Request for Inclusion form located at: <https://dhs.sd.gov/requestForInclusion.aspx>.

- If you operate **multiple programs/sites or provide multiple services**, please **complete a separate form** for each program/site so that each program or site will be listed (separately) in the Resource Directory.
- **Complete the Request for Inclusion** form by providing accurate information in the form fields and sign the form.

- Include **detailed information** that will be **useful to the public** in the “Description of Services Section” on the form.
- List the major **cities**, the **counties**, and **zip codes** in which you provide services.
- If you have questions contact Deb Petersen at (605) 773-3656 or email: [adrc@state.sd.us](mailto:adrc@state.sd.us) or by mail at:

Deb Petersen  
Department of Human Services  
Division of Long Term Services and Supports  
Hillsview Plaza, 3800 East Hwy 34  
Pierre, SD 57501