

Assistive Technology and Appliances

Definition: Assistive Technology and/or Appliances means a device, an item, piece of equipment, or product system, that is used to increase or improve functional capacities of participants thereby resulting in a decrease or avoidance of need for other services (e.g., personal care, respite, etc.) This service may include the evaluation of the assistive technology/appliance needs of a participant, including a functional evaluation of the impact of the provision of appropriate assistive technology and appropriate services to the participant in the customary environment of the participant; and training or technical assistance for the participant, or, where appropriate, the family members, guardians, advocates, or authorized representatives of the participant. Appliances intended for general household utility that do not result in a decrease in need for other services are not covered. This service is not intended to replace traditional household appliances for the convenience of family/household members or caregivers. Additionally, devices, items, equipment and/or product systems not proven effective, or those considered experimental or trial are not covered. Repairs not covered by warranty are covered, and replacement of parts / equipment is covered, if these repairs or parts/equipment are not related to abuse, mistreatment or carelessness.

Consultations: Consultations can be used to assess and determine the specific needs related to the participant's disability for which appliances and assistive technology will assist the participant to function more independently. Consultations must occur **prior to** the issuance of the authorization for the item. The amount for a consultation should not typically exceed \$300.00.

Providers: A listing of Assistive Technology providers are located on the DDSN website. A choice of provider must be offered to the participant/participant representative and documented in the case notes.

Reimbursement method: Participants can choose to purchase Assistive Technology and Appliances or Assistive Technology Consultations and be reimbursed by the Case Management Provider. If the participant / representative is willing and able to purchase the needed items and follow the specific instructions from the Case Manager Provider in order to be reimbursed, needed items can be secured using this method. The participant / representative will not be reimbursed for more than the cost noted on the authorization form.

Case Manager Provider Purchase method: If the participant / representative is not willing or able to be reimbursed, items needed may be purchased by the Case Manager Provider and delivered to the participant.

See billing procedures in SFCS Manual, section 7, for additional information.

Note: The Case Manager provider must not charge the participant for delivering supplies from an agency location to the participant.

Arranging for the Service:

Once the need for Assistive Technology/Appliances or Assistive Technology Consultation has been identified and documented on the Support Plan, the purchase method must be determined and the ***State Funded Community Supports Budget Calculator*** completed and submitted with the plan for review. Under no circumstances may the annual cost limit of the State Funded Community Supports be exceeded. If the service is approved by DDSN, the ***SFCS Authorization - Assistive Technology&Appliances - AT Consultation (Bill to CM Provider)*** can be completed.

If the reimbursement method is used, the authorization will be issued to the participant/representative. If the Case Manager Provider Purchase method is used, the authorization will be issued to the Case Manager provider or Assistive Technology provider. The Case Manager provider will request reimbursement from DDSN once the service has been rendered. See billing procedures in the SFCS Manual, section 7.

Ongoing services must be authorized annually at the time of the Support Plan, and as changes are made to the service throughout the plan year. The authorization will remain in effect until a new authorization is issued or a *Notice of Reduction or Termination Form (SFCS Form 4)* is issued.

Monitoring the Services: Assistive Technology and/or Appliances must be included on the Plan and services must be monitored in accordance with DDSN Case Management Standards.

Reduction or Termination of Services: When ADHC services are being reduced or terminated the *Notice of Reduction or Termination (SFCS Form 4)* must be used to notify the participant/representative, the provider and DDSN – SURB. See SFCS Manual , section 6, for more information.