
Appendix K: Assistive Technology through Developmental Disabilities Waiver (DDW) 4-8-2020

To ensure health and safety and to support access to telehealth, individuals who do not currently have access to a computer, tablet, or other devices in the home are able to utilize Assistive Technology (AT) funds in excess of \$250.00 in order to purchase a needed device that allows remote video conferencing, training and monitoring. The current maximum funding allowed under AT funds is \$250.00 per ISP year. With the Appendix K amendment and approval by the Centers for Medicare and Medicaid Services (CMS), the maximum allowed amount for AT funds during the Public Health Emergency is \$500.00.

Guidance:

1. Provider agencies must allow individuals to utilize agency devices in their provider owned or operated settings to support all telehealth services. Please sanitize all surfaces after each use. ***If such devices are available in the home, the request of AT funding is not necessary.***
2. AT requests for additional funding are limited to computers, tablets, or other devices to allow remote video conferencing, training and monitoring by Case Managers and Clinicians (Nursing, Therapy, Behavior Support Consultant (BSC), Registered Dietician (RD), etc.) and external medical providers to support telehealth services.
3. IDT (Interdisciplinary Team) members, including the requesting Case Manager (CM) and clinicians, should be mindful that basic devices such as portable computer cameras that link onto the house computer, basic tablets, or laptops are perfectly suitable and may meet the video and audio needs for these critical but intermittent services. High dollar equipment may not be needed or appropriate for the individual's telehealth support and should not be requested.
4. If the individual has exhausted their current available AT funds (\$250.00), additional funding, up to \$250.00 are available for the purchase of needed equipment to support telehealth access. The maximum AT funds allowed during this Public Health Emergency is \$500.00.
5. If the individual still has some original AT funds remaining in their budget, and there is no other planned use for those funds, that money may also be applied toward the purchase of the needed telehealth device. However, the overall cost may not exceed \$500.00. Please be mindful that the IDT must determine if any of the initial AT fund needs to be reserved for future, planned routine AT purchases in situations that are changing, such as if the therapist is "trialing" a device for communication that may require additional funds in the near future.
6. The individual/guardian and the IDT must discuss and agree on the best device to be purchased. That device will be used at the home for all remote family, guardian, CM visits, DDW clinician and medical training, monitoring and telehealth services for that individual.
7. AT funds cannot be used to pay for internet services. If internet access is not available to the individual, the IDT and agency must collaborate to determine how internet service might be made available or determine an alternate method of providing access to telehealth/teleconference services.
8. The Residential and Customized Community Supports (CCS) agency, Direct Support Personnel (DSP), and DDW clinicians are responsible for understanding how to set up and utilize the system. Times for telehealth/teleconference visits, monitoring, or training will be coordinated with family, DSP, and clinicians.

Process for Submitting AT Fund through DDW:

1. For budget revisions submitted to the CORE, ***Case Managers must note "COVID-19 AT REQUEST" on the cover sheet.*** The intake team DOES NOT review the AT application.
2. The AT fund application form must be completed per the current process by the requesting clinician and submitted to the Case Manager. In addition to the current required information, the requestor must indicate the rationale for using the particular device for telehealth sessions related to the COVID-19 pandemic.
3. AT fund requests must be submitted by 6/30/2020.
4. S-COMM should be used to submit OR approved AT Fund requests to the selected AT Fiscal Agent per routine process.
5. Case Managers should submit the budget revisions for children and Jackson Class Members (JCM) to Comagine through the normal process.

Other Resources:

1. Personal Support Technology (PST) is NOT intended to provide this type of telehealth support. PST was not part of Appendix K and has no changes. The scope of service, clinical criteria and funding amount for PST remains the same.
2. For questions regarding the General AT Fund, please contact Felicia.Vidro@state.nm.us
3. Please use SCOMM for confidential communications related to General AT Fund Requests.
4. Please see the April 2020 Therapist Updates newsletter for a variety of resources for lower cost computers, laptops, tablets, cell phone and Wi-Fi service, and cell phone service.