

We are receiving feedback that some therapists and case managers are not receiving copies of the "Therapist Updates" from their provider agency. All provider agencies that receive this publication are required to distribute this update in a timely manner to all therapists and/or case managers contracted or employed by your agency. You are encouraged to distribute to others that may benefit from this information as well. Thank you!

Use of the Therapy Evaluation Unit

- Case Managers and Therapists have requested clarification regarding appropriate use of the Therapy Evaluation Unit. It is very important to keep in mind that the code for the Therapy Evaluation Unit may only be used one time per ISP cycle for each therapy discipline! The Therapy Evaluation Unit is not subject to clinical review by the Outside Reviewer.

The following are circumstances when the Therapy Evaluation Unit may be used:

- 1) With initiation of any therapy service at the time of allocation to DD Waiver.
- 2) When requested for an individual who was previously allocated, but has not received that therapy service within the past ISP cycle.
- 3) As a specialized evaluation from a discipline when no other intervention need is anticipated.
- 4) When requested by a therapist that is new to the individual, at the beginning of an ISP cycle or within an ISP cycle, for an ongoing service (when the therapy provider agency is the same or when a new therapy provider agency has been chosen).
- 5) When requested by a therapist with an ongoing therapy budget because the therapist needs to complete a specialized evaluation such as an AAC Evaluation, Home/ Environmental Evaluation, or Seating and Positioning Evaluation *that was not anticipated when the TSPAR was originally submitted*. The therapist and CM must keep in mind that the code for the Therapy Evaluation Unit may only be used one time per ISP cycle for each therapy discipline!

Important TSPAR Form Changes and Upcoming Webinar

- The Therapy Services Prior Authorization Request (TSPAR) form will be undergoing a change to better clarify sections of the request and to allow clearer revisions to the TSPAR.
- **SAVE THE DATE!!! A WEBINAR is scheduled for December 1 from 1 – 3 PM.**
This webinar will review changes to the DD Waiver Therapy Services Prior Authorization Request (TSPAR) form including how to request revisions to the TSPAR. Other topics related to DD Waiver Therapy Services documentation and quality assurance processes will also be addressed.
- ***Please save the date and attend the webinar if at all possible!*** We are planning to record the webinar and have it available for review on-line after the webinar.
- Therapy agencies should be sure to distribute this information to all contracted or employed DD Waiver therapists!

- *Use this link to Pre- Register for the Webinar*

https://zoom.us/webinar/register/WN_TybygVKnQPifvcYkCaEa7Q

- Once registration is complete, you will receive an e-mail confirmation with a separate link to join the webinar at the scheduled time. This is a unique joining link and cannot be shared or used from multiple computers. You will require functioning speakers to listen to the webinar. If you have any technical questions or issues please call the Center for Development and Disability Technology Services team at 505.272.5932 or 505.272.3844.

Do Hospice and Home Health Services Effect DD Waiver Therapy Services?

- If an individual receiving DD Waiver services needs Hospice Care or Home Health Care for support during a period of illness, injury or fragility, DD Waiver therapists may continue to provide therapy services concurrently. Therapists working for either of these programs do not replace DDW therapists. The purposes of the NM DDW are not the same as the purposes of these other two important home-based services and these service providers do not dictate the activities of DDW therapists. Important services that DD Waiver therapists provide to individuals, families and direct support personnel are individual specific training and monitoring to enable them to live in the community. Neither Hospice nor Home Health providers have requirements for comprehensive training in the same way that DD Waiver therapists are required to train and monitor. Similarly, if an individual receives SLP services from their medical plan, those services are usually distinctly different from the DDW SLP's services.
- As members of an extended team for an individual, it is important to consult with one another and to collaborate so that family and DSP do not receive mixed messages. Each service brings something unique to the individual. DDW therapists may need to modify what they are doing when a person is receiving hospice services and that should be discussed within the IDT. However, DDW therapists do not need to d/c services when Home Health or Hospice services are being provided.
- For example, an individual may be receiving Home Health Care inclusive of OT and PT because they are home bound and not able to travel to a clinic for medically necessary treatment for an acute issue. At the same time the DD Waiver OT and PT may be continuing to implement their Therapy Intervention Plan. It is important for the DD Waiver therapists to collaborate with the Home Health providers so that treatment is complimentary. This may be an issue with how transfers are done in the home or positioning for eating and sleeping. Therapy WDSIs continue to be implemented unless the DD Waiver therapist instructs the individual, family and DSP to discontinue or modify their implementation.
- Similarly, the CARMP is not discontinued because of the introduction of Hospice or Home Health Care. The DDS aspiration risk screening requirement and creation of a CARMP continues for persons who are receiving these services. The IDT may need to revise the CARMP due to the change in condition that required the addition of Hospice or Home Health Care, but the CARMP does not go away (unless the guardian makes that decision). Similarly, Hospice doctors do not discharge DD Waiver therapists. DDW therapy services do not require a doctor's order to be provided.

- If you have a situation that you would like to discuss, please contact your CSB therapy consultant and she will answer or get an answer to a question regarding coordination of services.

New Digital Budget-Based AT Request form

- Thank you to Direct Therapy Services in Las Cruces for creating a digitized Budget-Based AT Application form! We appreciate your innovation and help! Download Adobe Acrobat Reader (free) to enable the full functionality of this form. Tab from section to section. Paste a scanned signature. Enter the quantity, amount of an item and the shipping and handling charges and all the calculations will be done for you. This great form even adds the 10% administrative fee for the AT Purchasing Agent. Please give it a try!
- Remember no IDT member, other than the case manager, should submit a request to the AT Purchasing Agent. This is important! Allowing the case manager to assemble the complete request packet, including the Budget Worksheet, the AT Request form and downloaded or catalog information from a therapist will help the process to go smoothly.
- The Digital BB AT Form and BB AT Request Instructions are attached to this Therapist Update email.

Assistive Technology & Mobility Conference was a great success!

- Thanks to all who attended the **Assistive Technology & Mobility, Considerations across the Lifespan Conference** in October. The conference was organized by the Specialty Seating Clinic in collaboration with Albuquerque Public Schools' Assistive Technology Department. The feedback we received from participants shows that the conference was well-received, thanks to the many wonderful presentations from therapists as well as other local and national resources. We know that those in attendance went away with great information to inform their practice! Please let us know if you have suggestions for future conferences.

Reminders to Therapy Service Provider Agencies

- Therapy Service Provider Agencies are responsible for entering all information regarding current therapist employees/contractors into the Statewide Training Database. Remember also to remove the names of any employees/contractors who are no longer working for your agency! Therapy Service Provider Agencies must make sure that all therapists are current on required therapy trainings. Entering required information into the Statewide Training Database will help ensure that compliance reports for completion of required training will reflect correct information about your agency.
- Please make sure that all of your therapists have access to HIPAA compliant Therap SComm email. Contact Hernando Martinez at (505) 222-8648 or via email at Hernando.Martinez@state.nm.us for information on signing up for SComm email.

Training Opportunities

- *Aspiration Risk Management (ARM) and Participatory Approach (PA)/ Standards*
 These are required trainings within the first year of service for all therapy providers in the DD Waiver and are geared toward therapists who are new to providing services through the NM DD Waiver or for therapists who would like a “refresher” on these topics. Changes due to issues with training venues or very low registration numbers are possible. Please register at least 2 weeks before the training. Earlier registration is recommended especially for Metro offerings as trainings have attendance limits depending on the venue.

Upcoming PA/Standards and ARM trainings

Location	Training	Date
Albuquerque - Metro	ARM	Friday, January 19, 2018
Las Cruces	PA/Standards	Thursday, March 8, 2018
Las Cruces	ARM	Friday, March 9, 2018
Albuquerque – Metro	PA/Standards	Friday, March 23, 2018
Santa Fe	PA/Standards	Thursday, May 10, 2018
Santa Fe	ARM	Friday, May 11, 2018

Pre - Registration is required for these trainings! You may register at the [trainnewmexico](http://trainnewmexico.com) site below. Make sure to follow all registration directions. If the training is not listed on the site, you may need to wait until a time closer to the date of training to register. **Note:** You may also register for **“Effective Individual Specific Training Techniques”** (which is required for therapists within the first 2 years of providing DD Waiver therapy) at this site → <http://trainnewmexico.com>

Please contact Kincie Byrd with specific questions related to ARM and PA training opportunities. Kincie.Byrd@state.nm.us

- This is the link to the on-line training – **“Person Centered Planning for Therapists”**. This training is required within 1 year of beginning as a DD Waiver Therapist.
<https://www.cdd.unm.edu/dhpd/programs/learnportal/courses/index.html>

Miscellaneous Notices

- DD Waiver PT Services are needed in the Santa Fe, Los Alamos, Roswell, and Deming areas. If you or anyone you know might be interested in picking up a caseload in these areas please contact Felicia Vidro at Felicia.Vidro@state.nm.us for further information.
- Referrals to the Specialty Seating Clinic for wheelchair, positioning, and adaptive equipment evaluations and consultations can be initiated at any time. Contact Scott Gifford, Clinic Manager, at 505-232-5726 or scott.gifford@state.nm.us.
- **Is an annual Secondary Freedom of Choice form for the AT Purchasing Agent required?**
 The quick answer is NO! Once a SFOC is signed, the chosen provider may continue to provide that service until another SFOC is signed for a different provider or the services are discontinued.

- Current plans are for the *NEW DD WAIVER STANDARDS* to be finalized in December, posted in January, 2018 and become effective March 1, 2018. Training on the new standards will happen in January and February before they become effective.
- A *NEW RATE STUDY* is in the works. We are not sure exactly when this will happen but wanted to give you a heads up that this is in the planning stages.
- There is still money in the General AT Fund (for JCM, people on the DD Waiver waiting list, individuals with IDD who live in NM but are not on the DD Waiver). Please consider if any individual you work with may need to access this fund for needed AT. The General AT Fund application and instructions are available on the DDS website and the Act NM Website.

DDS/CSB Websites and Contacts

- DDS is still completing major renovation of the website although they are getting closer to having it up and running. Until the new website is active you can access many valuable therapy resources from the following archived site:
DDS Website: <http://archive.nmhealth.org/dds>
(NOTE: Archived versions of most sites can be accessed via existing links on the DDS archived site including the Clinical Services Bureau link on the right under "Most Requested Links".)
- Many therapy resources, webinar recordings, *Therapist Updates*, as well as general DDS resources are also available on the ACT NM site: <http://actnewmexico.org/>

Contacts for the clinical consultant representing your discipline:

- Mary Beth Schubauer, Physical Therapy MaryBeth.Schubauer@state.nm.us
- Julie Mehrl, Occupational Therapy Julie.Mehrl@state.nm.us
- Lourie Pohl, Speech-Language Pathology Lourie.Pohl@state.nm.us
- Fran Dorman, Adjunct Physical Therapy Fran.Dorman@state.nm.us

CSB AT/Therapy Coordinator: Felicia Vidro, Felicia.Vidro@state.nm.us

CSB Chief: Elizabeth Finley, Elizabeth.Finley@state.nm.us