



Division of Developmental Disabilities

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TECHNICAL BULLETIN

Technical Bulletin Number:	20-05
Date:	09/22/2020
Subject:	Assistive Technology
Applies to:	All Participants Receiving Agency-Based Services

Purpose: The COVID-19 pandemic has forced many people to become more reliant on technology, and has shed more light on the potential of technology to improve the lives of people with disabilities as well as on the negative impact the lack of appropriate technology can have on people's lives. The Division wants to ensure that individuals have the technology they need to facilitate communication, support services, and community connections so that individuals are able to remain socially and emotionally connected. As technology becomes more ubiquitous, there is significant potential in using technology to support people with disabilities. For example, remote supports offer innovative technology-based solutions to people who are looking for something other than traditional 24/7 in-person staff support.

Background: Self-directed individuals have long had the option to use part of their authorization to purchase assistive technology. The authorization and purchase order process has not made it easy for individuals receiving agency-based services to similarly use their funds for assistive technology purchases. This bulletin addresses the effort to simplify this process for individuals choosing agency-based services.

Information: The following outlines the process for individuals to purchase assistive technology.

1. Assistive technology must be purchased by the provider agency.
 - a. If an individual wants to purchase assistive technology on their own they must go through a self-directed purchase through a Fiscal Intermediary.
2. The individual owns the technology once it is purchased.
3. The purpose of assistive technology must be detailed in an individual's ISP. This can be done in an addendum on a separate page describing the need for the assistive technology and submitted via S-Comm to Lowell Hillman and Nicholas Girardi.
4. The cost should be listed as a separate line item on the purchase order for services. It can be estimated if the exact cost is not known.

- a. Individuals must use tier package funding to purchase assistive technology, so other services would be impacted at the time of purchase.
 - i. Should their tier package not allow for the technology purchase a referral for an assessment should be considered. An assessment will be required for an S109 request for additional funding.
 - b. Assistive technology is billed using the code T5999 for goods and other services under both self-direction and agency-based services.
5. Once purchased, the provider must keep receipts for assistive technology purchases to justify the billing.

Other References: Billing Manual; ISP Addendum Template

Version Control and Change History:

Version	Effective Date	Rescinded Date	Amendment/Update	Replaces Previous Technical Bulletin
1.0	9/22/20	Current	New	No