

DDW Therapy Update

September 2022



DDSD Clinical Services Bureau

<https://www.nmhealth.org/about/ddsd/pgsv/clinical>

Therapy Agency

NEWS

see pg. 3

information and resources for Therapy Agency Owners and Administrators

Therapy Consultants 'Drop In' Office Hours

Mon.
Oct. 3rd
8:30 – 10am

- All disciplines welcome
- Join whenever you can
- Questions about DSP trainings? Documentation Requirements? CARMP strategies?

Zoom Meeting ID: 979 5695 8455 Passcode: office

<https://zoom.us/j/97956958455?pwd=SmZ1STZ3WTJCMGtWY3poV2pFU3lOZzo9>

breakout rooms available for client specific issues



NOTICE: All provider agencies that receive this publication are **REQUIRED** to distribute this update in a timely manner to **ALL** therapy practitioners contracted or employed by your agency. Thank you for all you do!

Greetings from Betsy at CSB

We are at the start of a busy Autumn. I hope you are enjoying a little rain and the smell of roasting chiles! This version of the Therapy Update is full of information, as always, but I want to take a moment and highlight some important points. The number of available therapists is limited and those who need therapy are increasing. You are all familiar with Felicia Vidro and her efforts working with Therapy Provider agencies. Many thanks to all of you who graciously have been able to take new clients. Please remember to track your agency's status if you are on Self Imposed Moratorium in a specific county. This is addressed in detail on page 3. Therapy Consultants can provide Safety Net Services until a routine therapist can be identified. The numbers of individuals who need therapy are increasing and gaps exist statewide. CSB is working with several therapists who are interested in helping provide Safety Net Services. More information is coming as this moves forward. Clinical Services Bureau (CSB) is trying to support DDW Therapy Provider agencies by actively recruiting therapists. It was fun to see old friends last week at the NMOT conference, the health care recruiting event at UNM Health Sciences Center, and at the NMAPTA Conference. We will be at other events in the future- encouraging therapists to link with their local DDW Therapy providers agencies. Please join us at the 2022 Mobility and Positioning Conference in October. It promises to be a wonderful event. Stop by and say hello!

Questions about using the IDDSI Framework on the 2022 CARMP template?
Contact Demarre, SLP Consultant demarre.sanchez@state.nm.us

2022 Mobility and Positioning Conference

Organized by the Specialty Seating Clinic, NM DOH

On-Line Registration will be available SOON!

Monday & Tuesday,
October 17 & 18, 2022



- ❖ Location: APS Berna Facio Center, 3315 Louisiana Blvd. NE, Albuquerque
- ❖ Registration Fee: \$50 for 2 days (10 CE's)
- ❖ Focused on adaptive mobility & positioning of people with intellectual & developmental disabilities, neurologic & musculoskeletal diagnoses
- ❖ Sessions will address incorporating & integrating mobility, positioning, & functional assistive technology into a person's everyday life
- ❖ Primary audience is PT and OT providers – NM CEU's provided
- ❖ Exhibits by national mobility & seating manufacturer's representatives & local DME providers

For more information contact: SPECIALTY.SEATING@STATE.NM.US

COVID Reminders ... please contact a therapy consultant or CSB with questions

- ⇒ per the state of NM Public Health Order (PHO), indoor mask requirements remain in place for medical facilities including Specialty Seating Clinic
- ⇒ residential and day program provider agencies may have different masking requirements
- ⇒ therapy service delivery may be fully in-person, fully remote, or a combination per individual and guardian preference
- ⇒ the national Public Health Emergency (PHE) is still in effect thru at least Oct. 15th
- ⇒ COVID-19 Resources: <https://cv.nmhealth.org/> for information about testing, isolation/quarantine times, etc.



WHY an RFI? Hints and tips



* **RFI = Request for Information. This is not a denial of a therapy budget, rather a request for details or clarification.** *

The Outside Reviewers (OR) may be looking for more detail in your documentation for budget requests.

- The OR may look only at the TDF submitted for justification of therapy budgets.
- It is critical that therapists thoughtfully and completely fill out the TDF.
- Be sure to include an explanation in any section where you are requesting more than the 'proposed' units.
- See current clinical criteria here <https://www.nmhealth.org/publication/view/general/7016/>. This is what the outside reviewers use as guidance during reviews.

When responding to an RFI:

1. It is helpful to have the RFI letter. Ask your CM for a copy.
2. It may be useful to **highlight** your response/justification statement(s) that you have added to the original TDF.
3. If you have questions for the reviewer:
 - Submit the questions to your CM to forward to the outside reviewers.
 - The outside reviewer will reply to the person/guardian and CM. Your CM will share this with you.
4. If you contact the outside reviewer directly, be sure to include the CM so they are aware of your communication.

Therap/SCOMM Reminder

All therapists must have a Therap logon to:

- access and edit CARMP documents
- see GER reports
- communicate with IDT members securely

Case managers or other providers should not send documents with PHI to anyone outside of SCOMM.

How-To Check, Add, and Remove Individuals from your caseload:

- Use this link <https://www.nmhealth.org/about/ddsd/pgsv/clinical/therapy/>
- Scroll down to Therapy Service Provision, Prior Authorization, Budget
- Click "Therap Caseload Tool (How-To Check, Add, and Remove Individuals)" link to open the PDF
- The PDF tells you how to check your current caseload and how to SCOMM the Therap Unit to request getting someone 'attached' to your caseload so you can be part of team communication, update CARMPs, and send docs securely.



Attention: COTA's and OT Supervisors



Listening Session Weds. 9/28 9-10am

- *What does supervision look like for you?*
- How do you divide tasks between the OT and COTA?
- *Have you made changes in your practice in response to the recently updated OT Practice Act in NM?*
- What supports do you need from Clinical Services?

Please join the discussion to provide input for upcoming edits to the [Guidelines for use of OTAs in DDW](#) document.

Contact Robin, OT Consultant, with questions:

robin.leinwand@state.nm.us

IQR Update: In recognition of the workload therapists have, formal interviews are no longer being pre-scheduled. All IDT members will be contacted by SCOMM initially. Surveyors will review submitted documentation for needed information. They will reach out to therapists directly if there are any specific questions. If there is information you would like the surveyors to know, feel free to reach out to them.

THERAPY AGENCY NEWS: INFORMATION AND RESOURCES FOR THERAPY AGENCY OWNERS AND ADMINISTRATORS

Each Therapy Agency is responsible for:

- Sharing all DDSD communication with all providers
- Monitoring Self-Imposed Moratorium status
- Ensuring all providers have access to Therap, know how to use SCOMM, and know how to do ongoing caseload updates – ‘how-to’ handout <https://www.nmhealth.org/publication/view/form/7459/>



Therapy Agencies are also required to maintain documentation for all providers:



- Current state licensure
- Completion of all required DDSD trainings
- Current vaccination requirements (or exemption documentation, as applicable)

Self-Imposed Moratorium (SIM)

- SIM expires after 6 months unless you renew – put a reminder on your calendar!
- Provider Agencies cannot deny services to any individual once a SFOC form has been signed, unless DDSD has granted an exception to the Provider Agency.
- Form: <https://www.nmhealth.org/publication/view/form/3932/>
- Contact Tammy Barth at the Provider Enrollment Unit: tammy.barth@state.nm.us

Provider Rate Increase:

- The new Therapy reimbursement rates are in effect.
- The 10% ARPA funding is being paid on top of that amount.
- HSD should be issuing a new rate sheet shortly.
- Until then - there is no need to change your current billing practices as the system will pay the correct amounts.

Gross Receipts Tax Rates Changed 7/1/22

- Please check for rates in your area

Important Note:

- Children, under 21, do not qualify for **therapy** services through DDW.
- Agencies should not accept an SFOC for anyone under 21, **UNLESS** it is for ARM related services for 18-20 year-olds. Refer to DDW Standards 5.5 or Clinical Criteria.
- See 2021 DDW Standards 7.2.1 Services Available for Children (pg. 76).

NMDOH The New Mexico DD Waiver needs more PT/PTAs, OT/COTAs, and SLPs

Therapists needed in all regions across the state!



- Therapists may join an existing DDW Provider Agency or start their own small business, contracting directly with the NM Developmental Disabilities Supports Division.
- Flexible hours. Full or part-time work is available.

For more information please contact:

Felicia Vidro, Therapy Services Coordinator at (505) 841-5878 or felicia.vidro@state.nm.us
 Tammy Barth, Provider Enrollment at (505) 469-8480 or tammy.barth@state.nm.us
 Visit us online: <https://www.nmhealth.org/about/ddsd/pgsv/clinical/therapy/>

9/14/22

NMDOH-DDSD-CSB

DDW Therapy Services Resource List 2022

Important information –
keep this somewhere for
quick reference

FREQUENTLY USED DOCUMENTS

DDSD DDW SERVICE STANDARDS: effective 11/1/2021 <https://www.nmhealth.org/publication/view/policy/7012/>

CLINICAL REVIEW AND CLINICAL/SERVICE CRITERIA V6: criteria used to approve budget requests
<https://www.nmhealth.org/publication/view/general/7016/>

DDW THERAPIST TRAINING REQUIREMENTS

<https://www.cdd.unm.edu/cddlearn/ddsd/JobRequirementsByJobClassification.pdf>

SECONDARY FREEDOM OF CHOICE FORMS (SFOC) <http://sfoc.health.state.nm.us/>

RORA FORM: DDSD REGIONAL OFFICE REQUEST FOR ASSISTANCE

<https://www.nmhealth.org/publication/view/form/4574/>

DDSD/CLINICAL SERVICES BUREAU (CSB) THERAPY SERVICES PAGE

<https://www.nmhealth.org/about/ddsd/pgsv/clinical/therapy/>

DDW Standards

- 2021 Standards Therapy Updates - Recorded Webinar
- Therapy Specific Q&A and Crosswalk

Therapy Service Provision

- Therap Caseload: How-To Check, Add, and Remove Individuals

Documentation

- Therapy Documentation Form and Instructions
- Therapy Documentation Table (what is due when and to whom) <https://www.nmhealth.org/publication/view/general/4566/>
- Discontinuation of Therapy Report (template)
- Ongoing Therapy Discharge Planning Form

Assistive Technology Inventory

- Guidelines, Instructions, and Example
- AT Inventory Monitoring Form

Assistive Technology Fund

- [AT General Fund Application and Instructions](#) (fillable PDF)
- [AT DDW \(Budget-Based\) Fund Application Form and Instructions](#) (fillable PDF)
- *Note:* The forms may not 'appear' fillable on a mobile device. The link will open as a fillable PDF on a computer. *Hint:* Fill in the information on the form *in the web browser*, and then use 'save as' to save the completed form for your files. You can open the PDF and edit/re-save later as needed.

Therapy Services for Former Jackson Class Members (JCM)

- JCM exception request (required for any request over 232 units)

Documentation/Evaluation Templates

- OT, PT, SLP: Initial Evaluation, Annual Re-Evaluation, and WDSIs

Training Rosters

- Sample general and competency specific training rosters and a trainer designation form can be found here in the Direct Support Personnel section <https://www.nmhealth.org/about/ddsd/train/csbtr/>

Therapist Update Newsletters (read them all 2017-current)

Occupational Therapy Section even more resources including essential information for Assessment, Addressing Eating and Vision Needs, Home Evaluation, and Environmental Access, and instructions for the Use of Occupational Therapy Assistant Services through DDW <https://www.nmhealth.org/about/ddsd/pgsv/clinical/therapy/ot/>

Aspiration Risk Management – CARMP section <https://www.nmhealth.org/about/ddsd/pgsv/clinical/cinit/arm/>

- 2022 CARMP Template, Instructional Guide
- Case Study Examples
- Recording of complete CARMP Template Training (3/31/22)
- IDDSI Toolkit for NM DDW Providers [click here](#)



Scan QR Code for
Therapy Services Page

CSB Trainings

ALL TRAININGS ARE ONLINE UNTIL FURTHER NOTICE

Please see the [DDW Therapist Training Requirements by Job Classification](#) to learn more about the training requirements for all therapists

Live stream, online trainings (not recorded) remaining 2022 dates

Aspiration Risk Management 9:00am -4:30pm 10/22

Participatory Approach 9:00am -4:30pm 10/24

Pre-register for on-line trainings at: <https://ddsdttrain.cdd.unm.edu/Calendar.aspx>
Please use your own email when registering to ensure you get the meeting link and documents

Other trainings required for Therapists

Introduction to Waivers

Person-Centered Planning for Therapists

DDSD CDD Online Courses (available anytime)

Subtle Signs of Illness and Injury

formerly 'Indications of Illness and Injury'

<http://www.cdd.unm.edu/other-disability-programs/disability-health-policy/ddsdcourses/index.html>

ANE REFRESHER Training 'ANE Awareness'

Effective Individual Specific Training Techniques - "EIST-Live Stream"

not recorded – see training calendar for dates

(not the Effective Trainer Techniques Part 1 course)

<https://ddsdttrain.cdd.unm.edu/Calendar.aspx>

ANE Training DOH – Live Stream Course

Note: All versions of the DOH - ANE courses will count during the COVID-19 PHE

Clinical Services Bureau Contact Information

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Robin Leinwand Occupational Therapy Robin.Leinwand@state.nm.us 505-239-1768 (c)

Resources - Clinics

SAFE Clinic - Supports and Assessment for Feeding and Eating

Any adult with I/DD who is experiencing challenges related to oral eating and/or tube feeding can be referred for specialized assessment and recommendations regarding eating/feeding, nutrition, positioning, and associated medical needs to support health, safety, and independence. SAFE Clinic appointments are currently occurring via remote technology.

Contact: Jacoba (Kotie) Viljoen
CSB ARM Coordinator, SAFE Clinic Coordinator
(505) 231-2093 (work cell) Fax# (505) 841-2987
Jacoba.Viljoen@state.nm.us

Specialty Seating Clinic

Referrals for wheelchair, positioning, and adaptive equipment evaluations are being processed. Appointments are being made for remote and in-person evaluations or wheelchair fittings, dependent on the need of the individual as assessed by SSC clinicians.

Contact: Jason Lavy
Specialty Seating Clinic Manager
(505) 222-4610
Specialty.Seating@state.nm.us