

To: All Providers

From: Jennifer Thorne-Lehman, DDS, Deputy Director

Date: October 1, 2013

Re: Introduction of Assistive Technology Inventory

Assistive Technology Inventories are needed to assure that assistive technology items needed and used by individuals served by the New Mexico Medicaid Developmental Disabilities Waiver are available where needed, are in functional operating order and are maintained in a timely manner. The IDT is responsible to make these assurances.

There is no longer an expectation that all assistive technologies used are documented in the Individual Services Plans. Neither must these items be listed in the Annual Therapy Re-Evaluation and Progress Report. However, these documents may refer to specific items of assistive technology, as appropriate per requirements. IDTs of persons using assistive technology (AT) will document all AT items in an AT Inventory that will be monitored on a monthly basis.

The Assistive Technology Inventory instructions accompanying this memo provide clear guidance regarding timelines, development, distribution, updating and monitoring of the AT Inventory. Please refer to the instructions to guide the process. An instructional PowerPoint Presentation is also included to assist providers with this requirement. Each regional office will offer one or more trainings within the next one or two months. Technical assistance may be obtained by contacting the Regional AT Liaisons or the Clinical Services Bureau. Contact information is as follows:

Region

Metro
NE
NW
SE
SW

AT Liaison

Ellen Hardman
Suzanne Welch
Allison Byrnes
Lisa Lollis-Garcia
Randall Cahall

Clinical Services Bureau

Statewide AT Coordinator
Occupation Therapy Clinical Consultant
Physical Therapy Clinical Consultant
Speech-Language Pathology Clinical Consultant

Felicia Vidro
Julie Mehrl
Fran Dorman
Lourie Pohl

Please download all the attachments to begin this process. They include:

AT Inventory Introduction (PowerPoint Presentation)

AT Inventory Instructions

AT Inventory form & SAMPLE

AT Inventory Monitoring form & SAMPLE

Thank you for your services to individuals with intellectual and developmental disabilities and supporting their assistive technology needs.