



DEPARTMENT OF ECONOMIC SECURITY

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DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

POLICY UPDATE

Target Audience - Qualified Vendors and Providers

Transmittal Date - 01/26/2023

The DDD Policy Unit published new and revised policies on Wednesday, January 25, 2023. The policies are available on the Division's [Policy web page](#).

NEW POLICY

[Division Medical Policy Manual 1301 Agency with Choice](#)

This new policy outlines requirements for the Agency with Choice (AWC) Member-directed service delivery option as specified in A.A.C. R9-28-509. The policy includes the roles and responsibilities of members, Support Coordinators, and provider agencies under Agency with Choice.

REVISED POLICIES

[Division Operations Policy Manual 407 Workforce Development](#)

This policy has been revised to reflect recent updates including:

- Clarified the Purpose statement.
- Added new definitions and removed outdated definitions.
- Revised the "General" section.
- Changed the title of the "Maintain a Workforce Policy Management Function" section to "Establish and Maintain a Workforce Development Operation" and revised the language.
- Changed the title of the "Workforce Development Plan and Progress Report" section to "Workforce Development Plan" and revised the language.
- Revised the "Workforce Data" section.
- Added the "Provider Technical Assistance" section.

[AdSS Operations Policy Manual 407 Workforce Development](#)

This policy has been revised to reflect recent updates including:

- Added "References" and "Intended Users" sections and updated the "Deliverables" section.
- Clarified the Purpose statement.
- Added new definitions and removed outdated definitions.
- Revised the "General" section.
- Changed the title of the "Maintain a Workforce Policy Management Function" section to "Establish and Maintain a Workforce Development Operation" and revised the language.

- Changed the title of the “Workforce Development Plan and Progress Report” section to “Network Workforce Development Plan” and revised the language.
- Revised the “Monitor Provider Workforce Development Activities,” “Workforce Data,” and “Provider Technical Assistance” sections.

[AdSS Operations Policy Manual 417 Appointment Availability, Transportation Timeliness, Monitoring, and Reporting](#)

This policy has been revised to reflect recent updates including:

- Modified the “References” section.
- Revised the “Provider Appointment Availability Review” and “Tracking and Reporting” sections.
- Changed the title of the “Workforce Development plan and Progress Report” section to “Network Workforce Development Plan” and revised the language.
- Revised the “Monitor Workforce Development Activities” and “Workforce Data” sections.
- Modified the language throughout the policy for clarity.

[Provider Policy Manual Chapter 63 Workforce Development](#)

This policy has been revised to reflect recent updates including:

- Modified the “References” section.
- Added new definitions and removed outdated definitions.
- Revised the “General” section.
- Changed the title of the “Workforce Development Plan and Progress Report” section to “Network Workforce Development Plan” and revised the language.
- Revised the “Monitor Workforce Development Activities” and “Workforce Data” sections.

[Division Medical Policy Manual 1020 Utilization Management](#)

This policy was updated to align with updates to AHCCCS Medical Policy Manual (AMPM) 1020 that states, “The AdSS Medical Management (MM) Committee shall evaluate the practice guidelines through a MM multi-disciplinary committee to determine if the guidelines remain applicable, represent the best practice standards, and reflect current medical standards every two years.” Previously this was an annual requirement. The language and formatting were updated to reflect current Policy Unit standards.

[AdSS Medical Policy Manual 1020 Utilization Management](#)

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POLICY PUBLIC COMMENT

The Division is currently accepting public comments regarding Division policies. The policy revisions can be found on the [Policy page](#) of the Division’s website. This form, <https://forms.gle/4MGCsdyKTRPJna3m9>, can be used to submit public comments.