



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

POLICY UPDATE

Target Audience - Qualified Vendors and Providers

Transmittal Date - 02/08/2024

The DDD Policy Unit published revised policies on Wednesday, February 7, 2024. The policies are available on the Division's [Policy webpage](#).

NEW POLICY

[AdSS Medical Policy Manual 310-L Hysterectomy](#)

This is a new Policy that was developed to align with recent revisions to AMPM 310-L. This policy establishes the requirements for coverage of Hysterectomy services in accordance with 42 CFR 441.250 et seq for Members who seek to obtain a medically necessary Hysterectomy.

REVISED POLICIES

[Provider Policy Manual Chapter 54 Group Home Requirements](#)

This policy has been revised with the following changes:

- Updates definitions and requirements to align with the new RFQVA.
- Adds requirements for obtaining and maintaining records of Members residing in Group Homes.

[Provider Policy Manual Chapter 65 Providing Out-of-State Services](#)

This policy provides guidance to Qualified Vendors and Providers for providing Medicaid services to Members who are eligible for the Arizona Long Term Care System (ALTCS) and are Temporarily Out-of-State and need Medicaid services to support them out-of-state.

[Division Medical Policy Manual 310-L Hysterectomy](#)

This policy was revised to align with recent updates to the AMPM 310-L. New sections were added for "Limitations", "Second Level Review", "Division Oversight", "Supplemental Information", and "Definitions". Language and formatting were revised to align with current Policy Unit standards.

[Division Medical Policy Manual 310-GG Nutritional Therapy, Metabolic Foods and Total Parenteral Nutrition](#)

This policy was revised to align with recent revisions to AMPM 310-GG to add the following information:

- "The Division shall ensure nutritional supplementation is procured and funded for any other nutritional supplementation medically necessary for Women, Infants, and Children (WIC) exempt formula."
- The list of metabolic conditions has been replaced with a reference to A.R.S.. § 20-2327.
- A "Supplemental Information" section was added to show where to locate a listing of metabolic conditions and the Newborn Screening Panel.

- A new section was added for “Division Oversight”.
- Formatted to align with current Policy standards.

[AdSS Medical Policy Manual 310-GG Nutritional Therapy, Metabolic Foods and Total Parenteral Nutrition](#)

This policy was revised to align with recent revisions to AMPM 310-GG to add the following information:

- “The AdSS shall be responsible for procurement of and the primary funding source for any other nutritional supplementation medically necessary for Women, Infants, and Children (WIC) exempt formula.”
- The list of metabolic conditions has been replaced with a reference to A.R.S.. § 20-2327.
- A “Supplemental Information” section was added to show where to locate a listing of metabolic conditions and the Newborn Screening Panel.
- Formatted to align with current Policy standards.

[Division Medical Policy Manual 320-P Serious Emotional Disturbance and Serious Mental Illness Eligibility Determinations](#)

This policy has been revised to comply with recent AHCCCS policy updates and the Division Annual Policy Review that includes:

- Addition of the new Serious Emotional Disturbance criteria and determination process.
- Additional definitions were added for clarity.
- Section regarding “AHCCCS requirements of the Determining Entity” was removed from the body of the policy and placed in a new “Supplemental Information” section at the end of the policy.
- Minor language revisions throughout the policy to add clarity.
- Formatted to align with current Policy standards.

[AdSS Medical Policy Manual 320-P Serious Emotional Disturbance and Serious Mental Illness Eligibility Determinations](#)

This policy has been revised to comply with recent AHCCCS policy updates and Division Annual Policy Review that includes:

- Addition of the new Serious Emotional Disturbance criteria and determination process.
- Additional definitions were added for clarity.
- Section regarding “AHCCCS requirements of the Determining Entity” was removed from the body of the policy and placed in a new “Supplemental Information” section at the end of the policy.
- Minor language revisions throughout the policy to add clarity.
- Formatted to align with current Policy standards.

[Division Medical Policy Manual 431 Dental/Oral Health Services for EPSDT Eligible Members](#)

This policy has been revised to include the following changes:

- Added definitions for “Dental Provider”, “Informed Consent”, “Medically Necessary”, “Member”, “Primary Care Provider”, “Provider”, “Referral”, and “Treatment Plan”.
- Changed wording from six months to three months when referencing the AdSS reimbursing PCP’s for additional fluoride applications.
- Changed wording from second birthday to fifth birthday when referencing the AdSS reimbursing PCP’s for additional fluoride applications.

- Added retained and symptomatic primary teeth as an emergency dental/oral health service.
- Changed wording from two years to five years when referencing fluoride varnish for Members four times a year.
- Added a policy statement where the AdSS shall require Providers to maintain completed consents and Treatment Plans in the Member’s chart which are subject to audit.
- Changed wording from one year of age to six months when referencing Members being enrolled in a Dental Home.
- Added a requirement where affiliated practice dental hygienists provide documentation of the affiliation practice agreement with an AHCCCS registered dentist that is recognized by the dental board confirming the affiliation agreement.
- Added a section outlining AdSS Oversight and Monitoring.

[AdSS Medical Policy Manual 431 Dental/Oral Health Services for EPSDT Eligible Members](#)

This policy has been revised to include the following changes:

- Added definitions for “Dental Provider”, “Informed Consent”, “Medically Necessary”, “Member”, “Primary Care Provider”, “Provider”, “Referral”, and “Treatment Plan”.
- Changed wording from six months to three months when referencing the AdSS reimbursing PCP’s for additional fluoride applications.
- Changed wording from second birthday to fifth birthday when referencing the AdSS reimbursing PCP’s for additional fluoride applications.
- Added retained and symptomatic primary teeth as an emergency dental/oral health service.
- Changed wording from two years to five years when referencing fluoride varnish for Members four times a year.
- Added a policy statement where the AdSS shall require Providers to maintain completed consents and Treatment Plans in the Member’s chart which are subject to audit.
- Changed wording from one year of age to six months when referencing Members being enrolled in a Dental Home.
- Added a requirement where affiliated practice dental hygienists provide documentation of the affiliation practice agreement with an AHCCCS registered dentist that is recognized by the dental board confirming the affiliation agreement.

[AdSS Medical Policy Manual 964 Credentialed Family Support Partner Requirements](#)

This policy has been revised to reflect updates to AHCCCS guidance. Updates include:

- The name of this policy has been changed to remove “Parent.”
- Several definitions have been added.
- Guidance for AdSSs on where to submit and obtain approval for the CFSPTP curriculum, competency exam, and exam-scoring methodology has been updated.
- Exam criteria guidance includes at a minimum, questions related to each of the curriculum core elements as specified in this policy.
- Guidance that submissions of AMPM Policy 964, Attachment B shall contain no other information apart from what is required.
- Updates were made to the required CFSPTP core elements.

- CFSP Supervision information has been updated to reflect the AdSS shall establish policies and procedures for the amount of hours in addition to the duration of a supervision period. Updates were also made to supervision criteria to guide AdSSs to make copies of credentials available upon request by the AdSS or the Division.
- Information on Peer and Family support is no longer applicable to this policy and has been removed.

New Sections added include:

- Interstate Reciprocity – This section discusses recognition of credentials issued by other states or training programs and the requirement that credentials issued in other states be submitted.
- Supplemental Information – This section advises that the Division’s OIFA shall monitor the AdSS’ OIFA to ensure that all behavioral health provider sites serving multiple Members shall have regular and ongoing opportunities for Members or Family Members to participate in decision-making, quality improvement, and enhancement at the provider site.

[Division Medical Policy Manual 1250-Y Scheduled Transportation](#)

This policy was revised with the following changes:

- Updated the policy chapter number and title from 1250-H to 1250-Y, Scheduled Transportation.
- Adds a purpose statement and definitions section to the policy.
- Aligns scheduled transportation requirements to the RFQVA service specifications.
- Formatted to align with current Policy standards.

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.