



POLICY UPDATE - SEPTEMBER 3, 2025

Target Audience - Qualified Vendors and Providers

Transmittal Date - 09/04/2025

The DDD Policy Unit published new and revised policies on Wednesday, September 3, 2025. The policies are available on the Division's [Policy webpage](#).

NEW POLICIES

[Division Medical Policy 310-JJ Orthotic and Prosthetic Devices](#)

This policy was developed to align with the current AMPM 430.

[AdSS Medical Policy 310-JJ Orthotic and Prosthetic Devices](#)

This policy was developed to align with the current AMPM 430.

REVISED POLICIES

[Division Medical Policy 410 Maternity Care Services](#)

This policy was revised to establish requirements for the Division of Developmental Disabilities (Division) regarding Maternity Care Services to include:

- Changed the end of a policy statement to say "which includes each of the following components, as applicable".
- Revised a subsection to take out unneeded information and put a reference to AdSS Operations Policy Manual 401.

[AdSS Medical Policy 410 Maternity Care Services](#)

This policy was revised to establish the Administrative Services Subcontractors (AdSS) requirements for providing Maternity Care Services to DDD Members, including:

- Changed the end of a policy statement to say "which includes each of the following components, as applicable".
- Revised a subsection to take out unneeded information and put a reference to AdSS Operations Policy Manual 401.

[Effective 10/01/2025 - Division Medical Policy 1240-A Attendant Care and Homemaker \(Direct Care Services\)](#)

This policy was revised to include language about the Parents as Paid Caregivers service model, as outlined in the AMPM, to include:

- Changed to the purpose statement and added several definitions.
- Added a section outlining general requirements applicable to all Direct Care Services.
- Added a section outlining standards and requirements applicable to all Direct Care Workers.
- Added a section outlining program management components applicable to Qualified Vendors providing Direct Care Services.

- Added a section outlining supervisory and monitoring visits applicable to all Direct Care Services.
- Added a section outlining training standards applicable to all Direct Care Workers.
- Added a section outlining AHCCCS policies applicable to Direct Care Services.
- Added a section outlining attendant care and homemaker services.

[Effective 10/01/2025 - Division Medical Policy 1240-E Habilitation Services and Day Services](#)

This policy was revised to include language about the Parents as Paid Caregivers service model, as outlined in the AMPM, to include:

- Added definition for Extraordinary Care and Parent as Paid Caregiver Service Model Option.
- Added a requirement where Habilitation services are authorized to occur.
- Added requirements of what Habilitation services shall include.
- Added a section outlining requirements for background checks.
- Added a section outlining Provider agency requirements.
- Added a section outlining requirements for individuals providing services.
- Added a section outlining documentation standards.
- Added a section outlining Parents as paid caregivers service model option conditions and limitations.
- Added a section outlining other home and community-based services.
- Added a section outlining exclusions.

[Effective 10/01/2025 - Division Medical Policy 1620-B Person-Centered Needs Assessment and Service Planning Standards](#)

This policy was revised to include language about the Parents as Paid Caregivers service model, as outlined in the AMPM, to include:

- Added definitions for Parent as Paid Caregiver Service Model option and Person-Centered Planning Meeting.
- Added information pertaining to the Parent as Paid Caregivers information outlined in the AMPM.
- Updated the statement requiring the Support Coordinator to assess areas when completing the resource assessments.
- Added a statement outlining the Support Coordinator requirement in assessing the Member's preferences.
- Added a statement outlining the Support Coordinator requirement in assessing the services necessary to meet the Member's needs.
- Added a statement outlining the Support Coordinator requirement to identify barriers that may interfere with the implementation of the plan and develop actions to resolve them.

[Effective 10/01/2025 - Division Medical Policy 1620-D Person-Centered Service Planning Standards](#)

This policy was revised to include language about the Parents as Paid Caregivers service model, as outlined in the AMPM, to include:

- Title changed from "Person-Centered Service Planning and Placement Standards" to "Person-Centered Service Planning Standards".
- Added definitions.
- Outlined the Member's Share of Cost responsibility.
- Added a requirement outlining the Support Coordinator's responsibility for informing Members and their families of caregiver options for minors.
- Added a requirement for the Support Coordinator to utilize the Minor Caregiver Options form

- Added a requirement for the Support Coordinator to review and obtain parental signature on the Parents as Paid Caregiver Acknowledgement of Understanding.
- Added a requirement ensuring criteria for the provision of HCBS services funded by ALTCS.

[Effective 10/01/2025 - Division Medical Policy 1620-E Service Plan Monitoring and Reassessment Standards](#)

This policy was revised to include language about the Parents as Paid Caregivers service model, as outlined in the AMPM, to include:

- Added definitions.
- Added a policy statement outlining criteria for the Support Coordinator to complete a Planning Review document for outcomes of meetings.
- Added a statement outlining the time frames of when Support Coordinators conduct the Planning Meetings.
- Added a statement outlining the responsibilities of the Support Coordinator when a Member does not utilize the Parents as Paid Caregiver service model.
- Added a statement outlining the responsibilities of the Support Coordinator with the Parent as Paid Caregiver criteria.
- Added a statement outlining the responsibilities of the Support Coordinator to ensure the Responsible Person indicates whether they agree or disagree with the services.
- Added a policy statement outlining the responsibilities of the Support Coordinator to give the Responsible Person a copy of the signed Planning Document.

[Effective 10/01/2025 - Division Operations Policy 3001 Family Members as Paid Providers](#)

This policy was revised to include language about the Parents as Paid Caregivers service model, as outlined in the AMPM, to include:

- Developed a new Purpose Statement.
- Added new definitions.
- Added a section outlining family members as paid providers requirements.
- Added a section outlining spouse and parent as paid caregiver service model option conditions and limitations.
- Formatted to align with current Policy standards.

RETIRED POLICIES

Division Medical Policy 100-D Definitions

- Retired since information is included within other individual policies.

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.