



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

DDD Policy Notification - October 17, 2024

Target Audience - Qualified Vendors and Providers

Transmittal Date - 10/17/2024

The Division of Developmental Disabilities Policy Unit has one revised policy to report this week. Policies may be viewed by accessing the [Policies screen](#) located on the Division's external website.

REVISED POLICIES

[Division Provider Manual Chapter 35 Reporting Requirements for Progress Reports and Other Documentation](#)

This policy has been revised to establish reporting requirements for Providers. The Division has:

- Changed the title of the policy from "Progress Reporting Requirements" to "Reporting Requirements for Progress Reports and Other Documentation."
- Added Purpose statement.
- Added Definitions section.
- Updated Elements of Progress Reports, Progress Reports Submission Instructions, and Progress Reports Schedule and Reporting Requirements sections.
- Added new provisions, removed unnecessary provisions, and updated existing language throughout the policy to align with AHCCCS requirements.
- Added Supplemental Information.
- Updated language, formatting, and style throughout the policy to align with the Division's Policy Format Manual.