



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

DDD UPDATE - DECEMBER 11, 2020

Target Audience - Qualified Vendors and Providers

Transmittal Date - 12/11/2020

Respite Benefit Increase

As the COVID-19 public health emergency (PHE) continues to impact Arizona, AHCCCS has re-authorized the Respite hours benefit limit to increase from 600 hours to 720 hours. Support Coordinators have been informed that the increase is available for the benefit year beginning October 1, 2020 and ending September 30, 2021. Members will be assessed for this service through the current planning process. Not all members need or will receive the maximum benefit.

Pandemic Performance Plans

As COVID-19 positive cases continue to grow in Arizona, it is critical that all Qualified Vendors update their Pandemic Performance Plans to align with Centers for Disease Control and Prevention (CDC) and Arizona Department of Health Services (ADHS) guidance related to:

- Health
- Safety
- Hygiene
- Cleaning/disinfecting
- Training
- Staff screening
- Visitor restrictions
- Overall risk mitigation for staff and members.

Qualified Vendors making a change to the service delivery for a specific member or at a specific service location should send notification of proposed service delivery changes via email to DDDQMUdocs@azdes.gov with the following information:

- Vendor name
- Name and number for the primary person coordinating the change
- What is the specific proposed service delivery change?
- Why does the vendor feel this change is required?
- Has the local health department been contacted for potential exposure?
- If yes, what direction was given?
- What is the location/address where the services occur?
- How many members will be affected by the proposed change?
- What will the vendor do to mitigate the effects of the service change, [for example: provide alternative services (coordinate with the assigned Support Coordinator)]?
- Provide draft of the proposed member notification with link to the ADHS website.

The DDD Quality Management Unit will work with the Qualified Vendor to ensure the health and safety of all members as these situations are reviewed.

Fingerprint Clearance Card Reimbursement For Licensed Developmental Home Providers

The Arizona Department of Public Safety (DPS) recently updated its website with a portal to submit applications for any individual seeking a Level 1 Fingerprint Clearance card. In the past, DDD had an agreement with DPS, in which DDD was able to directly pay for processing applications for licensed developmental home providers as part of the DDD licensing process. DPS and its digital fingerprint vendor, Thales/Gemalto, made a change to their process for obtaining a fingerprint clearance card, which resulted in the website not accepting the DDD fingerprint billing code. DES/DDD worked with DPS to resolve this issue.

The DPS website will now accept the DDD fingerprint billing code, allowing DDD to directly pay for the application. The applicant must submit their application in the DPS portal, <https://psp.azdps.gov>, and they will receive a 10-character reference number from DPS. The applicant will use the 10-character reference number to register for their fingerprints to be taken on the Thales/Gemalto website https://www.aps.gemalto.com/az_efas. See the DPS Guidance Document - Fingerprinting Application document for more information.

Note: While the DPS application only asks for the DDD fingerprint billing code, the Thales/Gemalto application asks for the DDD fingerprint billing code and its associated password. The billing code and password have not changed since Thales/Gemalto took over the contract for this service in May 2020.