



## 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 - 12/21/2021

The DDD Policy Unit published revised and new policies on Wednesday, December 15, 2021. The policies are available on the Division's [Policy webpage](#).

### REVISED POLICIES

[DDD Provider Policy Manual, Policy 49, Responsible Driving](#)

This is a revised policy that applies to DDD Qualified Vendors. This policy has been updated as part of the Annual Review to reflect current Division practice.

Revisions include:

- The Division encourages providers to use the Transportation Section of the Policy Development Tool ([Form DDD-2051A](#)), to self-assess policies and procedures in advance of the Division's review.
- Qualified Vendors should share Responsible Driving Safety Information Fact Sheet #6 ([Form DDD-1751AFLYPD](#)) with providers.

### NEW POLICIES

[Division AdSS Operations Policy Manual, Policy 5000 - Reinsurance](#)

Reinsurance is a stop-loss program provided by the Division of Developmental Disabilities (Division) to the Administrative Services Subcontractors (AdSS) for the partial reimbursement of covered medical services incurred for a member beyond an annual deductible level. The Division is self-insured for the reinsurance program, which is characterized by an initial deductible level and a subsequent coinsurance percentage. This risk-sharing program is available when the provisions delineated in this policy, the AHCCCS Medical Policy Manual (AMPM) and the contract are met. Failure to comply with any of the provisions in the contract, this policy, or other program materials may result in denial of reinsurance reimbursement.