

**Division of Developmental Disabilities**

# **POLICY NOTIFICATION**

**Early Notification Transmittal Date: Dec 8, 2025**

**Public Comment Transmittal Date: Jan 8, 2026**

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## **NOTIFICATION**

***DDD is proposing changes to the following policy:***

### **AdSS Medical Manual, Policy 310-L Hysterectomy**

#### **Description of changes:**

AHCCCS updated their AMPM 310-L policy. The AdSS 310-L policy was revised to align with the AMPM changes.

- Added a definition for Provider and updated the definitions for Member and Responsible Person
- Added a new policy statement requiring the AdSS cover Hysterectomy services where medical necessity has been established by careful diagnosis and is exempt from a 30-day waiting period
- Statements outlining “childbearing is no longer a consideration” was deleted in various places throughout the policy
- Added a new policy statement requiring the AdSS ensure the decision to proceed with any of the medically necessary interventions be made based on the treating Provider’s confirmation that childbearing is not a consideration for the Member receiving treatment.
- Added a new policy statement requiring the AdSS require Providers to establish medical necessity in part by providing documentation relating to the trial of medical or surgical therapy which has not been effective in treating the Member’s condition prior to performing a Hysterectomy.
- Added a new policy statement requiring the AdSS ensure the length of trials be documented in the Member’s medical records.
- Deleted requirement in (B) (1) for the AdSS to cover potentially life threatening conditions where removal of the reproductive organs is necessary and considered the standard of care
- Deleted requirement in (B) (2) requiring providers to complete AMPM Attachment 820-A prior to performing Hysterectomy procedures.

## **Division of Developmental Disabilities**

- Added a new policy statement requiring the Providers be responsible for completion of a consent and acknowledgement form with the Member receiving the surgery prior to surgery.
- General formatting according to Policy Unit standards

### **PUBLIC COMMENT TIMELINE**

Dates: Public comment will be open for 30 days beginning January 8, 2026 and closing February 7, 2026, 11:59 pm, Arizona time.

**Instructions:** (Complete instructions are located on the Division's [webpage](#))

- Comments may be submitted online by clicking [here](#).
- Do not include any information that is confidential, covered under HIPAA, or inappropriate for public disclosure.

If access to the online form is not available or if you have questions, please email the DDD Policy Unit at [DDDpolicy@azdes.gov](mailto:DDDpolicy@azdes.gov).

## **310-L HYSTERECTOMY**

REVISION DATES: ~~XX/XX/XXXX~~, 5/22/2024

REVIEW DATE: 8/21/2025

EFFECTIVE DATE: February 7, 2024

REFERENCES: 42 CFR 441.250 et seq, 42 CFR 441.251, 42 CFR 441.255, AMPM 820.

### **PURPOSE**

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. This policy applies to the Administrative Services Subcontractors (AdSS).

### **DEFINITIONS**

1. "Hysterectomy" means a medical procedure or operation for the purpose of removing the uterus as specified in 42 CFR 441.251.
2. "Initial Medical Acknowledgement" means documentation of the Member's understanding prior to surgery, the procedure will render them sterile.
3. "Member" means the same as "Client," a person receiving developmental disabilities services from the Division, as specified

~~in A.R.S. § 36-551. means the same as “Client” as defined in  
A.R.S. § 36-551.~~

4. “Provider” means any individual or entity contracted with the AdSS that is engaged in the delivery of services, or ordering or referring for those services, and is legally authorized to do so by the State.
5. “Responsible Person” means an adult with a developmental disability who is a Member or an applicant for whom no guardian has been appointed, the parent or guardian of a minor with a developmental disability, or the guardian of an adult with a developmental disability. ~~means the parent or guardian of a minor with a developmental disability, the guardian of an adult with a developmental disability or an adult with a developmental disability who is a member or an applicant for whom no guardian has been appointed.~~
6. “Second Level Review” means a review performed by a Division of Developmental Disabilities (Division) Medical Director who has the appropriate clinical expertise in managing a Member’s condition or disease. Second Level Review is used to screen for

medical necessity and compare the findings to clinical data in the Member's medical record to ensure AdSS Members are receiving medically appropriate and high quality care.

7. "Sterilization" means any medical procedure, treatment, or operation for the purpose of rendering an individual permanently incapable of reproducing as specified in 42 CFR 441.251.

## **POLICY**

### **A. CONDITIONS WHEN A HYSTERECTOMY IS COVERED IF DEEMED MEDICALLY NECESSARY**

1. The AdSS shall cover Hysterectomy services where medical necessity has been established by careful diagnosis and is exempt from a 30-day waiting period.
2. The AdSS shall cover a Hysterectomy for the following conditions when medically necessary:
  - a. Dysfunctional Uterine Bleeding or Benign Fibroids associated with Dysfunctional Bleeding, when medical and surgical therapy has failed, ~~and childbearing is no longer a consideration;~~

- b. Endometriosis, for a Member with severe disease when ~~future child bearing is not a consideration, and when~~ disease is refractory to medical or surgical therapy; or
  - c. Uterine Prolapse, ~~when childbearing is no longer a consideration and for whom indicated~~ for a symptomatic Member in which ~~who is~~ non-operative or ~~for whom~~ surgical correction, including suspension or repair, will not provide the Member adequate relief.
3. The AdSS shall ensure the decision to proceed with any of the medically necessary interventions described above in (a) (b) and (c) be made based on the treating Provider's confirmation that childbearing is not a consideration for the Member receiving treatment.
4. The AdSS shall require Providers to establish medical necessity in part by providing documentation relating to the trial of medical or surgical therapy which has not been effective in treating the Member's condition prior to performing a Hysterectomy.

5. The AdSS shall ensure the length of trials outlined above in (4) be documented in the Member's medical records.

**B. CONDITIONS WHERE MEDICAL OR SURGICAL INTERVENTION IS NOT REQUIRED PRIOR TO HYSTERECTOMY**

1. The AdSS shall cover medically necessary Hysterectomy services without prior trial of medical or surgical intervention in the following cases:
- a. Invasive carcinoma of the cervix;
  - b. Ovarian carcinoma;
  - c. Endometrial carcinoma;
  - d. Carcinoma of the fallopian tube;
  - e. Malignant gestational trophoblastic disease;
  - f. Life-threatening uterine hemorrhage, uncontrolled by conservative therapy;
  - g. Potentially life-threatening hemorrhage as in cervical pregnancy, interstitial pregnancy, or placenta abruption; or
  - ~~h. Other potentially life threatening conditions where removal of the reproductive organs is necessary and considered the standard of care.~~

~~2. The AdSS shall require the provider to complete AMPM Attachment 820-A prior to performing Hysterectomy procedures.~~

**C. MEDICAL ACKNOWLEDGEMENT AND DOCUMENTATION**

1. The AdSS shall require Providers ~~providers~~ comply with the following requirements prior to performing the Hysterectomy:
  - a. Inform the Responsible Person both orally and in writing, ~~in the Member's medical records and in AMPM Attachment 820-A~~ that the Hysterectomy will render the Member incapable of reproducing, resulting in sterility;
  - b. Use the Fee for Service Hysterectomy Consent Form in AMPM Policy 820, Attachment A or an equivalent form with the same information;
  - c. Obtain from the Responsible Person a signed, and dated written acknowledgment stating that the information in AMPM Attachment 820-A has been received and that the Member individual ~~individual~~ has been informed and understands that the Hysterectomy will result in sterility; and
  - d. Documentation kept in the Member's medical record.

2. The AdSS shall require the Primary Care Provider (PCP) keep a copy of the signed and dated written acknowledgment is kept in the Member's medical record ~~maintained by the Primary Care Provider (PCP)~~ if enrolled with an AdSS.
3. The AdSS shall require Providers be responsible for completion of a consent and acknowledgement form with the Member receiving the surgery prior to surgery.
4. ~~The AdSS shall require providers use AMPM Attachment 820-A as specified in AMPM 820.~~

**D. EXCEPTIONS FROM INITIAL MEDICAL ACKNOWLEDGEMENT**

1. The AdSS shall not require the physician performing the Hysterectomy to obtain Initial Medical Acknowledgment in either of the following situations:
  - a. The Member was already sterile before the Hysterectomy.
    - i. In this instance the physician shall certify in writing that the Member was already sterile at the time of the Hysterectomy and specify the cause of sterility.

- ii. Documentation shall include the specific tests and test results conducted to determine sterility if the cause of sterility is unknown; or
- b. The Member requires a Hysterectomy because of a life-threatening emergency ~~situation~~ in which the physician determines that Initial Medical Acknowledgement is not possible. In this circumstance, the physician shall document in the Member's medical records and in AMPM Attachment 820-A that the Hysterectomy was performed under a life-threatening emergency situation in which the physician determined that Initial Medical Acknowledgement was not possible.
- 2. The physician shall include a description of the nature of the emergency in the Member's medical record and when AMPM Attachment 820-A is submitted to the AdSS.

**E. LIMITATIONS**

- 1. The AdSS shall not cover a Hysterectomy if:
  - a. It is performed solely to render the individual permanently incapable of reproducing; or

- b. There was more than one purpose to the procedure, and the procedure would not have been performed but for the purpose of rendering the individual permanently incapable of reproducing.

**F. SECOND LEVEL REVIEW**

- 1. The AdSS shall:
  - a. Submit all approvals or denials for Hysterectomies to the Division for Second Level Review prior to the completion of the procedure, except in the event of a life-threatening emergency situation; and
  - b. Submit all life-threatening emergency Hysterectomy cases to the Division for retrospective review.

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Signature of Signature of Chief Medical Officer

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Name

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Date