



DEPARTMENT OF
ECONOMIC SECURITY
Your Partner For A Stronger Arizona

Division of Developmental Disabilities

NOTICE AND REQUEST FOR PUBLIC COMMENT

The Division of Developmental Disabilities is seeking public comment on proposed changes to the **AdSS Medical 964, CREDENTIALLED FAMILY SUPPORT PARTNER**. This policy has been revised to reflect updates to AHCCCS guidance. Updates include:

- The name of this policy has been changed to remove "Parent."
- Several definitions have been added.
- Guidance for AdSSs on where to submit and obtain approval for the CFSPTP curriculum, competency exam, and exam-scoring methodology has been updated.
- Exam criteria guidance includes at a minimum, questions related to each of the curriculum core elements as specified in this policy.
- Guidance that submissions of AMPM Policy 964, Attachment B shall contain no other information apart from what is required.
- Updates were made to the required CFSPTP core elements.
- CFSP Supervision information has been updated to reflect the AdSS shall establish policies and procedures the amount of hours in addition to the duration of a supervision period. Updates were also made to supervision criteria to guide AdSSs to make copies of credentials available upon request by the AdSS or the Division.
- Information on Peer and Family support is no longer applicable to this policy and has been removed.

New Sections added include:

- Interstate Reciprocity-This section discusses recognition of credentials issued by other states or training programs and the requirement that credentials issued in other states be submitted.
- Supplemental Information-This section advises that Division's OIFA shall monitor the AdSS' OIFA to ensure that all behavioral health provider sites serving multiple Members shall have regular and ongoing opportunities for Members or Family Members to participate in decision making, quality improvement and enhancement at the provider site.

Dates: Public comment will be open for 30 days beginning December 27, 2023 and closing January 26, 2024. Comments must be received no later than January 26, 2024, 11:59 pm, Arizona time.

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

- The policy may be viewed by clicking [here](#).
- Comments may be submitted online by clicking [here](#).



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- Use the line numbers to reference specific comments.
- Do not include any information that you consider confidential or inappropriate for public disclosure.

If access to the online form is not available, comments can be submitted by email to the DDD Policy Unit at DDDpolicy@azdes.gov.

- Submit your comments, along with your full name, mailing address, and phone number.
- If you represent an organization, include the organization's name.

For further information contact the DDD Policy Unit at DDDpolicy@azdes.gov.