

KENTUCKY EARLY INTERVENTION SYSTEM

Chapter 9 Assistive Technology September 2023

What is Assistive Technology

- IDEA defines AT as: Any item, piece of equipment or product system, whether acquired commercially, modified, or customized, that is used to increase, maintain, or improve functional capabilities of individuals with disabilities.
- AT can range from low tech to high tech devices. The IFSP Team determines whether AT is necessary based on an AT Assessment or by a provider on the child's team qualified to make the recommendation.

AT Covered by KEIS


- ✓ Access
- ✓ Adapted toys
- ✓ Communication Devices
- ✓ Computer & iPad Access
- ✓ Daily Living Aids
- ✓ Hearing Aid Molds & Batteries
- ✓ Mobility
- ✓ Positioning systems
- ✓ Seating & Trays
- ✓ Stenders
- ✓ Strollers
- ✓ Visual aids

Not Covered by KEIS

- ❖ Medical supplies prescribed by a physician for medical purposes (i.e. orthotics, feeding pumps, glasses, wheelchairs, bathing chairs).
- ❖ Generic items used by all children (i.e. car seats, high chairs, play tables, potty chairs, cube chairs, non-adapted strollers, tricycles, computers/tablets, non-adapted toys).
- ❖ Standard equipment used by service providers in the delivery of early intervention services (i.e. therapy balls, massagers, brushes, Vital Sounds CD's, Z-vibes, vestibular swings, horn kits).
- ❖ Homemade communication boards/overlays or books.
- ❖ Weighted materials (blankets, vests, etc.)

Access


Switches are used to activate different types of AT and come in a variety of shapes, sizes and textures. If needed, switches can be used with table or wheelchair mounts to allow easier access. The Powerlink & Switch Latch Timer offer modes of controls for switch use.

Big Red Switch 	Bright Switch 	Candy Corn Proximity Switch 	Jelly Bean Switch 
Mounts 	Multi-Sensory Switch 	Powerlink & Switch Latch Timer 	Ultimate Switch 

These items can be requested by any provider.

Adapted Toys

Provides motivation for learning, teaches cause and effect, and enables child to obtain transferable switch skills.

<p>Activity Centers</p> 	<p>Bubble Machines</p> 	<p>Fans</p> 
<p>Peek-A-Boo Mirror</p> 	<p>Plush (variety)</p> 	<p>Pull Ball</p> 
<p>Ring Around Bells</p> 	<p>Spinning Light Show</p> 	<p>Textured Carousel</p> 

These items can be requested by any provider.

Communication Devices

Single and multiple message communicators help children express their needs and wants.

BIGmack 	Big and Small Talk 	BIG & LITTLE Step by Step 	Cheaptalk 4 & 8 
Go Talk 4, 9, 20, 32 	QuickTalker 7, 12, 23 	iTalk 2 or 4 	Talkables 2, 3, 4 

Low-mid tech devices (i.e. single & multiple message communicators, static display device) can be requested by any provider with working knowledge of the device. High-tech devices (i.e. scanning, dynamic displays) can only be requested by Speech Therapist.

Computer & iPad Access

Alternative mice or keyboards; switch interfaces that support access to computers or iPads.

<p>Chester Mouse</p> 	<p>BigKeys Keyboard ABC or QWERTY</p> 	<p>Blue2 Wireless Switch</p>  <p>Compatible with iPad, iPhone, iPad, Apple & Windows PCs, Chromebooks, Android phones</p>	<p>iPad Wireless Switches</p> 
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These items can be requested by OT or PT.

Daily Living Aids

Adapted cups, bowls, and utensils assist with skill development. These items are only considered for purchase due to sanitary reasons.



These items can be requested by OT or SLP.

Hearing Impairments

KEIS pays for hearing aid molds and batteries. Child must receive an assessment from an audiologist contracted with First Steps.

- Heuser Hearing Institute
- Norton Children's Medical Group
- Office for Children with Special Health Care Needs

Purchase requests for these items follow the typical approval process and do not have to go through the AT Review Panel.



Mobility

Improve strength and endurance, foster self-awareness and confidence, increase interactions with others & their environment

<p>Creepster Crawler</p> 	<p>Gait Trainers Crocodile – Pony - Mustang</p> 		<p>KidWalk Mobility Gait Trainer</p> 
<p>Leckey My Way Gait Trainer</p> 	<p>Pacer Gait Trainer</p> 	<p>Scoot 4-in-1</p> 	<p>Walkers</p> 

These items can only be requested by a PT.

Positioning Systems

Allows child to learn different positions to improve gross motor skills, develop eye-hand coordination, and spatial awareness.

Leckey Early Activity System



Tadpole



Wedge



Seating & Trays

Maintain body alignment, stabilize the pelvis and trunk to allow more upper extremity movement, increase participation in their environment.

<p>Go To Seat</p> 	<p>Jenx Bee Hi-Low Chair</p> 	<p>Lady Bug Chair</p> 	<p>P Pod</p> 	<p>Rifton Hi-Low Chair</p> 
<p>Soft Touch Sitter & Tray</p> 	<p>Special Tomato Hi-Low Chair</p> 	<p>Squiggles Early Seating System 3-n-1</p> 	<p>Squiggles Hi-Low Chair</p> 	<p>Tumble Form Feeder Seat & Tray</p> 

Floor sitters can be requested by any provider. All other types should be requested by OT or PT.

Standers

Prone, Supine, Multi-Position, Sit-to-Stand
Improve weight bearing ability, help with digestion, circulation and breathing, prolonged stretch for tight muscles

Bantam Sit-to-Stand



Easy Stand Zing Multi-Stander



Jenx Monkey Stander



Jenx Standz Multi-Stander



Rifton Mobile Stander



Squiggles Multi-Stander



These items can only be requested by a PT.

Strollers

Offers additional postural supports for children with physical disabilities.

Kid Kart Xpress



Snug Seat Stingray



Zippie Voyage



These items can only be requested by a PT.

Visual Aids

A light box helps develop awareness of light, color, and objects. Tactile objects or raised pictures allow the child to feel objects.

Light Box and Accessories



Tactile Learning Tools



Visually Impaired Activity Center



These items can be requested by DI, OT, or SLP.

9.1 AT Process

AT can be considered:

- During the initial IFSP development
- 6 month review
- Annual review
- Any time a provider feels additional interventions are needed.

9.2 Notice & Consent for AT

Service Coordinator:

- First AT Request: Must provide parent a Notice of Action (FS-9) and obtain consent on the IFSP signature page (FS-15).
- Subsequent AT requests: Must complete Notice of Action (FS-9) for a change in IFSP but no consent is required.

9.3 AT Evaluations

- Providers should continually assess the needs and progress of the child. A formal evaluation is not required to trial a device. However, if one is provided, it should be added to Planned Services.



9.4 (1) AT Rentals

Must be initiated prior to 60 calendar days of child aging out.

If the IFSP team decides AT is needed, follow these steps:

- 1. Requesting Provider:** Enters AT justification in the communication log explaining the specific type of equipment and how it is linked to the child's outcomes. Include accessories that are needed.
- 2. Service Coordinator:** Searches for availability on the Kentucky Assistive Technology Locator website <https://katsnet.at4all.com/> then contacts the appropriate ATRC to request AT. Once confirmed, completes the AT Device Page, including estimated cost of AT and maximum liability (monthly fee x maximum loan length) entered in the notes column. SC can then authorize AT on Planned Services. Each AT device should be entered separately.
- 3. ATRC:** Provide estimated cost of the device (including accessories), monthly rental fee, and maximum liability. ATRC places a hold on equipment and submits a service log for the first month's rental.

Rental fees cannot exceed cost of device.

9.4 (1) AT Rentals

- Refer to AT Guide for list of commonly used AT and current estimated costs.

<https://www.chfs.ky.gov/agencies/dph/dmch/ecdb/fs/FsATguide.pdf>

- If a parent or provider contacts an ATRC to request a loan outside of KEIS, remind them that loans must go through the IFSP team. Any requests outside of the team will not be honored by KEIS.
- The provider should always make the AT recommendation - not the parent.

9.4 (1) AT Rentals

AT Delivery

- Once AT has been approved, the ATRC will inform Service Coordinator that the item(s) are ready for pick up or make arrangements for shipping. **Service Coordinator and ATRC should explore options to determine the most cost efficient method of transporting AT on a timely basis. It should typically arrive no later than 2 weeks.** There are many factors involved and decisions should be made on a case-by-case basis.

- Size Considerations:
 - Small items (switches, toys, communication devices)
 - Medium items (walkers, floor seats, small gait trainers)
 - Large items (standers, high-low seating, large gait trainers, tadpole positioning system)

- SLA recommends that Service Coordinators, POE Staff, or Providers do not deliver large equipment (i.e. standers, high-low seating, large gait trainers, etc.) in their personal vehicles unless they choose to do so. KEIS is not responsible for damaged equipment or damage to their vehicle.

9.4 (1) AT Rentals

AT Delivery Continued

- Quick Reference Guide – KEIS Assistive Technology Shipping Label. Each piece of equipment, including accessories, being shipped via Courier, should have a label attached. *Location: TOTS Home*
Page>Management Tool>Doc/Form

KENTUCKY'S EARLY INTERVENTION SYSTEM

7/2023

ASSISTIVE TECHNOLOGY SHIPPING LABEL

COURIER: [Name]

- Each piece of equipment should have a label and include how many pieces total (1 of 2; 2 of 2).
- Do **not** pick up anything unless there is a label attached.
- Do **not** remove any accessories.

FROM:

[Name]
[Address]
[Street Address]
[City, State, Zip]

TOTS: [#]

Phone: [#]

TO:

[Name]
[Agency]
[Street Address]
[City, State, Zip]

TOTS: [#]

Phone: [#]

NOTES:

9.4 (1) AT Rentals

Service Coordinator explains to the family:

- *AT device is being rented from an ATRC contracted with KEIS.*
- *KEIS pays for the monthly rental fee.*
- *They are signing a loan agreement, provided by the ATRC, and understand they are responsible for returning equipment and all accessories by the date indicated. Ensure the loan agreement is returned to ATRC.*
- *Equipment should be kept clean while in their home and returned clean at the end of the loan.*

Service Coordinator should document date of delivery on the AT Device Page in TOTS.

9.4 (1) AT Rentals

Documentation:

Service Coordinator - Document continued use of AT in subsequent IFSPs and when items are no longer in use.

Requesting Provider: Document in service log when family has been trained on DME.

Include detailed documentation in their service logs regarding use of AT in order to demonstrate the potential justification for future purchase request.

- What specific activities or tasks has the child been able to participate in using the AT?
- How is the child accessing the equipment?
- How much assistance or prompting is required?
- What other products or methods were tried?
- How is the AT currently being used in therapy and at home?

9.4 (1) AT Rentals

Situations that may be encountered during a loan period.

- Teams request to add a similar device at the end of a loan. This is allowable, but there must be justification that states why a similar item is being requested.
- Requesting a larger size after the maximum rental. Renting a larger size is not renting a different item. This would not be approved.
- Change size of the same item in the middle of a rental. Exchanges may occur, but the length of the loan remains the same. ATRC's will extend the loan a few weeks to allow for the swap.
- Hospitalizations/Surgeries: If a child is having surgery or is hospitalized and not able to use AT, billing should be paused until the child can use it again. However, if it goes beyond 60 days, the equipment should be returned. Service Coordinator should notify ATRC of any events that could affect the loan.

9.4 (1) (a) AT Rental Fees/Lengths

The purpose of a loan is to accommodate a child's needs that will change quickly, trial period to determine if the equipment is appropriate before purchasing, or short-term use while awaiting delivery of purchased device.

Recommended lengths for loans vary based on equipment cost. Rental fees cannot exceed cost of the device. If fees are within \$25 of the cost, a purchase request must be made or equipment returned. IFSP team should evaluate use of AT on a regular basis to ensure it is being used.

Value	Monthly Rental	Maximum Rental
Up to \$100	\$10	4 months
\$101 - \$250	\$25	8 months
\$251 - \$500	\$35	8 months
\$501 - \$1,000	\$50	10 months
\$1,001 - \$2,500	\$75	10 months
\$2,501 and up	\$100	10 months

9.4 (1) (b) Items Not Approved for Rental

1. Software; iPads; Apps
2. Bath Chairs.
3. Eating Utensils
4. Weighted vests or blankets.

9.4 (1) (c) Return of Rented Devices

AT should be picked up when the device is no longer in use, or when the child exits KEIS, whichever is sooner.

- Service Coordinator completes the AT Device Page to indicate the final “disposition.”

If unable to recover the rental equipment, family will be billed by the ATRC for the listed value of any equipment or accessories that are not returned.

- For smaller items, SC will provide box dimensions and estimated weight to the ATRC and they will forward a pre-paid UPS label. It is helpful to keep the box that it came in for the return.
- For medium size items, AT can be picked up by SC, Provider, or Courier.
- For large items, SC will coordinate with the ATRC to arrange a Courier pick up.

The QRQ KEIS Shipping Label should be used if sending via Courier.

9.4(2) Purchase of AT Device

Requests must be entered within 90 days of the child aging out.

The purpose of purchasing AT is to make sure the child has access to it while they are enrolled in KEIS. It does not mean the child can keep the items. This is only the case if the child has Medicaid. Otherwise, equipment will need to be returned when the child ages out, or the family can purchase at a depreciated cost. Refer to 9.4(2)(d) Return of Purchased AT Devices.

Purchase requests should be submitted after a 2-month successful trial if the team feels the child will need AT past the maximum rental period. Do not wait until the maximum rental is over and then request purchase.

Requesting Provider: Enters an AT justification in the communication log explaining the specific type of equipment needed, why it is needed, success of the rental, and how it is linked to the child's outcome.

Service Coordinator:

- Contact ATRC to obtain equipment cost then explore funding through all possible sources, including agencies that offer ongoing grant opportunities, such as civic organizations, churches, and community groups.
- Document two funding denials in the service log prior to submitting request. Documentation must include who they spoke with, agency name, and reason for denial. If another payor source is found, document in service log and collaborate with provider or physician to purchase AT.
- If the items are considered Durable Medical Equipment (DME) (i.e. bath chairs, adapted seating, mobility equipment), a private insurance denial must also be documented. Medicaid or Managed Care Organizations cannot be included as a denial.

If AT is considered DME, Service Coordinator and Provider should assist family in purchasing the equipment through the family's private insurance or Medicaid. Please allow sufficient time to process the purchase so the child is not without equipment.

9.4(2) Purchase of AT Device

If KEIS is found to be payor of last resort, follow the steps below.

Service Coordinator: Enters purchase request on the AT Device Page. Each device must be entered separately.

- If a single item costs less than \$100, it can be authorized on planned services. ATRC will submit a service log and SLA will approve or disapprove.
- *If approved, ATRC will purchase the device and coordinate delivery and/or pick up with Service Coordinator.*

Note: The rented device will be returned.

9.4(2)(a) Purchases over \$100

- If a single item costs over \$100, it must be approved by the AT Review Panel, a multi-disciplinary team appointed by KEIS. Service Coordinator will be prompted by the AT Review Panel Chair to forward (FS-42A) AT Purchase Request Cover Letter and (FS-42B) AT Purchase Request Form to the requesting provider for completion.
- The completed forms should be submitted to the AT Review Panel Chair by the deadline given in order for the Panel to review case within 10 working days.

If a team needs to request purchase of AT through KEIS, they should email Cindy Huston at Wendell Foster - chuston@wendellfoster.org

9.4(2)(b) Purchase Approved

- The AT Review Panel Chair will notify Service Coordinator of the decision. If approved, AT can be added to planned services and ATRC will be able to submit a service log for billing and proceed with purchase. Once the purchased equipment is received, ATRC will arrange delivery or pick up with the Service Coordinator. The rented item will be returned.
- Service Coordinator informs family that AT devices purchased with state general funds is property of KEIS and must be returned or purchased at a depreciated cost when the child turns 3. Refer to 9.4(2)(d).
- Service Coordinator should document continued use of AT in service logs and subsequent IFSP's. If purchased AT is no longer in use, SC will follow procedures in 9.4(2)(d).

9.4(2) (c) Purchase Not Approved

- If purchase is not approved, Service Coordinator notifies the family and other team members so alternative strategies can be discussed.
- If IFSP team does not agree with the decision, a written appeal can be made to Part C Coordinator.

9.4(2) (d) Return of Purchased AT Devices

Service Coordinator: Discuss options with family for when purchased items are no longer in use or the child ages out.


- 1) If the child has Medicaid, purchased AT remains with the child after aging out.
- 2) Return to the local POE Office to reuse, refurbish, or destroy. If reused, it must be reused to another child currently enrolled in KEIS.
- 3) The family or school can purchase the equipment at a depreciated cost. In this case, Service Coordinator would contact SLA who will work with the buyer to complete the purchase.
- 4) Family/lost or destroyed equipment.
- 5) Equipment is not returnable due to sanitary reasons.

The Facebook logo, consisting of the word "facebook" in white lowercase letters on a blue rectangular background.

An online resource that provides information on AT for infants and toddlers. The group offers:

- ❖ a place to connect with providers across the state
- ❖ a platform for sharing ideas and asking for advice
- ❖ a resource for current information about assistive technology

To join the closed group, search for **Kentucky Early Intervention System (KEIS) to Assistive Technology** and request to become a member.

A solid orange horizontal bar at the bottom of the slide.

AT Resource Centers

enTech

812 S. 2nd Street
Louisville, KY 40203
(502) 992-2448
enTECH@spalding.edu

HDI CATS

2358 Nicholasville Rd
Lexington, KY 40503
(859) 218-7979
hdiatcenter@l.uky.edu

Redwood

71 Orphanage Road
Ft. Mitchell, KY 41017
(800) 728-9807
ATRC@redwoodnky.org

Wendell Foster

815 Triplett Street
Owensboro, KY 42303
(800) 209-6202
AT@wendellfoster.org

The Kentucky Assistive Technology Locator is an online inventory system listing equipment available at all ATRC's. The website can be accessed at:

<https://katsnet.at4all.com/>.