

BABYNET ASSISTIVE TECHNOLOGY GUIDELINES

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Appendix 19

1. Definition of Assistive Technology Device

The Individuals with Disabilities Education Act (IDEA) Part C defines **Assistive Technology device** as any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve the functional capabilities of an infant or toddler with a disability. The term does not include a medical device that is surgically implanted, including a cochlear implant, or the optimization (e.g., mapping), maintenance, or replacement of the device.

2. Definition of Assistive Technology Service

Assistive Technology service means any service that directly assists an infant or toddler with a disability in the selection, acquisition, or use of an assistive technology device. The term includes:

- a. The evaluation of the needs of an infant or toddler with a disability, including a functional evaluation of the infant or toddler with a disability in the child's customary environment;
- b. Purchasing, leasing, or otherwise providing for the acquisition of assistive technology devices by infants or toddlers with disabilities;
- c. Selecting, designing, fitting, customizing, adapting, applying maintaining, repairing, or replacing assistive technology devices;
- d. Coordinating and using other therapies, interventions, or services with assistive technology devices, such as those associated with existing education and rehabilitation plans and programs;
- e. Training or technical assistance for an infant or toddler with a disability or, if appropriate, that child's family;
- f. Training or technical assistance for professionals (including individuals providing education or rehabilitation services) or other individuals who provide services to or are otherwise substantially involved in the major life functions of infants and toddlers with disabilities.

3. Role of the IFSP Team Relative to Assistive Technology

- a. When an Individualized Family Service Plan (IFSP) team member identifies that Assistive Technology may be needed, the BabyNet Service Coordinator must be contacted to

facilitate a change review IFSP meeting for completion of the Assistive Technology Assessment, BN 020-A, with the IFSP team, including the parent. Completion of the Assistive Technology Assessment will be documented in the Communication Log of Bridges. The hard copy will be maintained in the educational record.

- b. Only the child's IFSP team can make decisions regarding the appropriateness of assistive technology devices and/or services. The IFSP team must ensure that the Assistive Technology is directly related to the developmental needs of the child to participate in everyday activities and relate to the completion of an IFSP outcome.
 - c. The decisions of the IFSP Team are considered final.
 - d. The IFSP must contain documentation of the Assistive Technology Services by adding the service to the Planned Services screen of Bridges. (Refer to Bridges AT Tip Sheet).
 - e. Assistive Technology devices and/or services may be considered for any child eligible for BabyNet, regardless of age or time until exit from BabyNet.
 - f. When Assistive Technology devices/services are in place at the time of transition, documentation of the transition conference must address if the device will continue to be used by the child in his/her next environment.
4. Requirements for Use of Federal Funds
- a. If BabyNet Service Funds are used to pay for direct early intervention services, including Assistive Technology, the BabyNet Service Coordinator must make certain the payer of last resort requirements are met.
 - b. When other funding sources are available, (i.e., private insurance, Medicaid, etc.), and the parent provides consent for use of an alternative funding source, the Service Coordinator will assist the family in the process to obtain coverage for the Assistive Technology item through other financial options.
5. Role of BabyNet State Office
- The role of BabyNet State Office is to monitor the IFSP Team's compliance with policy items 3 and 4 above.

BabyNet Service Coordinator Procedures for Obtaining Assistive Technology

The IFSP team will consider the following questions to determine if Assistive Technology may be needed. Part C funds will only be utilized when the answer is 'yes' to all four questions.

1. Does the child have a disability or a significant delay in the area of development?*
2. Is this a device or adapted material?*
3. Can the child perform the skill only with the device or adapted material?*
4. Does the family agree to use of the Assistive Technology item?

(*adapted from Connecticut Assistive Technology procedures)

BabyNet Service Coordinators will follow procedures outlined below. See Bridges Assistive Technology TIP Sheet for assistance with documentation of these activities.

1. An IFSP team member identifies the possible need for Assistive Technology and notifies the BabyNet Service Coordinator.
2. The BabyNet Service Coordinator facilitates an IFSP Change Review team meeting for completion of the Assistive Technology Assessment. Completion and results of the Assistive Technology Assessment is documented on the Bridges Communication Log.
3. Completion of the Assistive Technology Assessment (BN 020-A) is facilitated by the Service Coordinator and requires participation by all IFSP team members, including the parent. During completion of the Assistive Technology Assessment, IFSP team members will consider use of low technology items that are in the child and family's natural environment or items that would be purchased by a family for their typically developing child.
4. When the Assistive Technology Assessment indicates the need for an Assistive Technology device, the BabyNet Service Coordinator will add the Assistive Technology device to the IFSP.
5. The BabyNet Service Coordinator will obtain a physician's order for the AT item when applicable.
6. The BabyNet Service Coordinator will locate a BabyNet contracted AT Provider. The BabyNet Service Coordinator will investigate all other resources of payment for the item. With parental consent, this must include Medicaid, TEFRA, Children's Rehabilitative Services (CRS), and private insurance. Additionally, the BabyNet Service Coordinator must investigate the availability of a loaner item through the South Carolina Assistive Technology Program and the availability of the

item through the South Carolina Assistive Technology Exchange or Reuse Programs. The BabyNet Service Coordinator must document this activity on the Communication Log of Bridges.

7. If no other payment source is currently available and the item is not available through the loan, exchange or reuse programs, the BabyNet Service Coordinator completes the **BabyNet Assistive Technology Purchase Request Form (BN022-B)**, and collects all documentation described on the form.
8. The **Assistive Technology Assessment, BN022-A, BabyNet Assistive Technology Purchase Form, BN022-B and any applicable items requested on the Assistive Technology Purchase Request Form** are sent by the BabyNet Service Coordinator to BabyNet State Office (BNSO) program representative for an administrative review to ensure accuracy of documentation. BNSO program representative documents the date of receipt, date of review and outcome of review on the Communication Log of Bridges. BNSO program representative forwards all necessary documentation to the provider and documents on the Communication Log. Once the vendor/provider receives this information, the vendor/provider may process the order.
9. BabyNet State Office program representative notifies the BabyNet Service Coordinator that order processing is underway and documents on the Communication Log of Bridges.
10. The BabyNet Service Coordinator will ensure that the AT device is delivered to the child and must notify the BabyNet State Office representative of the date of delivery.

RESOURCE INFORMATION

Examples of Assistive Technology

(*not an all-inclusive list)

Physical: Standers, Walkers, Gait, Trainers, Positioning Devices	Vision/Hearing: Hearing Aids, Light box	Self-help: adaptive eating and drinking devices
Communication/Cognitive: Low tech communication supports, single message communication devices, multiple message communication devices	Environmental Access: switches, mounts, interfaces	Social/Emotional/Play: adapted switch toys, battery interrupters
	Sensory: weighted vests, weighted blankets, compression garments; textured, musical or vibrating toys.	

- Low Tech Resource information may be found at the following:

Tots 'N Tech, <http://tnt.asu.edu>

SCATP website <http://scatp.med.sc.edu/>

TECS website <http://uscm.med.sc.edu/tecs/>

TRIAL AND LOAN RESOURCES

The South Carolina Assistive Technology Program (SCATP) offers short-term device loans for two-weeks to one-month. Device loans give people a chance to try out assistive technology (AT) options before making the decision to purchase. Devices loaned include communication devices, aids for daily living, sensory aids, switches and adapted toys. There is no charge for the loan or initial shipping. The borrower is responsible for return shipping and postal insurance if items are mailed back to SCATP. The borrower may pick up and return the device in person to avoid shipping costs.

South Carolina AT Exchange: <http://scatp.med.sc.edu/scatpexchange.htm>

The SC AT Exchange connects people who have AT with people looking for AT. It is an online database that helps people with disabilities find affordable assistive technology devices and equipment. Individuals can browse or post free or for sale AT items, or create a list of needed items. Need help? Contact SCATP staff.

South Carolina Assistive Technology Program Reuse: <http://scatp.med.sc.edu/reutilization.html>

The Reuse activity involves SCATP collecting and distributing durable medical equipment to those who need it throughout the state. Equipment is taken into inventory at our warehouse in Columbia SC, sanitized, and lightly refurbished—if needed—and then offered for free to consumers. Items collected and donated include wheelchairs, gait trainers, walkers, standers and more.

Vendor Specific Loans – for high tech devices and equipment, the Vendor may provide a loan for free for a short period of time. Try contacting the vendor directly to inquire about obtaining a loan through them.