

	POLICIES AND PROCEDURES State of Tennessee Department of Intellectual and Developmental Disabilities	Policy #: Policy 100.1.10	Page 1 of 2
Policy Type: Intermediate Care Facilities for Individuals with Intellectual Disabilities		Effective Date: September 15, 2015	
Approved by:  <hr/> Commissioner		Supersedes: September 26, 2011 policy Last Review or Revision: Last reviewed January 2014; Revised May 13, 2015.	
Subject: SPECIALIZED ADAPTIVE EQUIPMENT AND ASSISTIVE TECHNOLOGY			

- I. **AUTHORITY:** Tennessee Code Annotated (TCA) 4-4-103, TCA 4-3-2708, TCA 33-3-301, TCA 33-4-105, Section 1905 (d) of the Social Security Act, and 42 CFR 483.420-480.
- II. **PURPOSE:** The purpose of this policy is to establish responsibility and guidelines for the provision, use and maintenance of specialized adaptive equipment and assistive technology used to maintain or improve health, safety and independence in the Department of Intellectual and Developmental Disabilities (DIDD) Intermediate Care Facilities for Persons with Intellectual Disabilities (ICFs-IID) and the Harold Jordan Center Day One Unit (HJC).
- III. **APPLICATION:** This policy applies to all employees and contract employees who provide services and supports to individuals residing in DIDD ICFs-IID and the Harold Jordan Center.
- IV. **DEFINITIONS:**
 - A. **Individual Support Plan (ISP)** shall mean a person centered document that provides an individualized, comprehensive description of the person supported as well as guidance for how to accomplish unique outcomes that are important to the person in achieving a good quality of life in the setting in which they reside.
 - B. **Specialized adaptive equipment and assistive technology** shall mean devices used to maintain or improve health, enhance function, and/or promote safety and independence. Examples of equipment include mobility aids, positioning equipment, mechanical lifts, augmentative alternate communication devices, adaptive equipment for mealtimes, prostheses, hearing aids and dentures.
- V. **POLICY:** The DIDD ICFs/IID and the Day One Unit at HJC will furnish, promote the use of, and maintain in good working order the specialized adaptive equipment and assistive technology used by the individual as outlined in the individual's Individual Support Plan (ISP).
- VI. **PROCEDURES:**
 - A. The use of specialized adaptive equipment and assistive technology is based on an evaluation by an appropriate professional. The functional and/or health benefits of the equipment will be described in the person's ISP.

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- B.** Personal funds shall not be used to purchase or repair equipment. At times, it may be possible for certain individually customized equipment to be obtained through other funding sources such as insurance.
 - C.** The use and appropriateness of equipment shall be reviewed at least annually as part of the ISP process.
 - D.** Persons supported who use equipment shall be taught to use and care for this equipment to the extent of their capabilities.
 - E.** Staff shall be designated to ensure the equipment is cleaned, maintained, and checked on a regular basis. Inoperable or damaged equipment or equipment no longer serving the needs of the person shall be reported for repair or modification.
- VII. CQL STANDARDS:** People choose services. Services and Supports enhance dignity and respect.
- VIII. REVISION HISTORY:** NA
- IX. TENNCARE APPROVAL:** NA
- X. ATTACHMENTS:** None