

**Ministry of Health**

OHIP, Pharmaceuticals and  
Devices Division

Delivery and Eligibility Review Branch  
3<sup>rd</sup> Floor, 5700 Yonge Street  
Toronto ON M2M 4K5

Telephone: (416) 327-8109  
Toll Free: 1-866-811-9893  
Facsimile: (416) 327-8912  
Toll Free 1-866-598-6530

[www.ontario.ca/health](http://www.ontario.ca/health)

**Ministère de la Santé**

Division de l'Assurance-santé, des produits pharmaceutiques et des  
appareils et accessoires fonctionnels

Direction de la prestation des programmes et de l'examen de l'admissibilité  
5700, rue Yonge, 3<sup>e</sup> étage  
Toronto ON M2M 4K5

Téléphone : (416) 327-8109  
Sans frais : 1 866 811-9893  
Télécopieur : (416) 327-8912  
Sans frais : 1 866 598-6530

[www.ontario.ca/sante](http://www.ontario.ca/sante)

**MEMORANDUM**

**DATE:** January 12, 2022

**TO:** ADP-Registered Vendors for Mobility Devices

**FROM:** David Schachow  
Director, Delivery and Eligibility Review Branch

**RE:** Updated Mobility Devices Product Manual – Adult Wheeled Walkers

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The [Product Manual — Mobility Devices](#) has been updated to reflect the ADP Approved Prices for Adult Wheeled Walkers that went into effect on October 1, 2021.

In addition, ADP would like to take this opportunity to emphasize the following policies governing the funding of wheeled walker devices. These policies remain unchanged and are outlined in the [Policies and Procedures Manual for the Assistive Devices Program \(May 2016\)](#) and the [Policy and Administration Manual - Mobility Devices](#).

1. Policy 640 (ADP Manual) specifies the responsibilities of the ADP-registered vendor, namely:
  - 640.00 The Vendor must inform individuals enquiring about the purchase of a Device about the existence of the Program.
  - 640.01 To ensure that individuals are aware that they may be eligible to apply for funding assistance, the Vendor must inform the person of the existence of the Program. ADP Fact sheets are available at:  
[http://www.health.gov.on.ca/en/public/programs/adp/pub\\_adp.aspx](http://www.health.gov.on.ca/en/public/programs/adp/pub_adp.aspx)
  - 640.02 The Vendor must explain the procedures for accessing funding under the Program.
  - 640.03 The Vendor must explain that if an individual decides to purchase the Device before being assessed, then the Device purchased is not eligible for funding assistance under the Program.

2. Policy 205 (Mobility Devices Manual) and the [Product Manual — Mobility Devices](#) specify that the following items **must be included** in ADP-funded wheeled walkers:
  - a. **Adult Wheeled Walker Type 1.**  
ADP price includes frame, two or four small wheels (less than 6" diameter) and braking system (if available).
  - b. **Adult Wheeled Walker Type 2**  
ADP price includes frame, four small wheels (less than 6" diameter), hand braking system, seat, and back support.
  - c. **Adult Wheeled Walker Type 3**  
ADP price includes frame, four large wheels (6"/8" diameter), hand braking system, seat, and back support.

The ADP-approved price is intended to contribute to the vendor's costs associated with the proper assessment and fitting, equipment purchase, setup, trials and instruction for the patient to safely operate the device.

3. Policy 220 (Mobility Devices Manual) specifies that ADP funding assistance is available for the options listed in the appropriate Options Chart found in the Product Manual, including Ambulation Aids Options, Manual Wheelchair Options Chart and/or the Power Wheelchair Options.

For example, with authorizer documentation of client weight and/or clinical requirements, options eligible for ADP funding assistance may include: extra-wide adult wheeled walker, forearm attachments and/or heavy duty packages. (Please consult the [Product Manual — Mobility Devices](#) for all available options, device codes and approved prices.)

For optional items not listed in the [Product Manual — Mobility Devices](#), as per Policy 220 (Mobility Devices Manual):

- The Applicant must pay the Vendor directly for any non-ADP funded items he/she may choose to purchase.

As per this policy, vendors may consider billing the client 100% of the cost for items not included as part of the original manufacturer's packaging or product sheet's standard features for the ADP-funded wheeled walker. Optional accessories not funded by the ADP may include:

- a (wired) basket
- curb climbers
- cupholder
- cane holder
- O<sub>2</sub> holder
- slow down brakes
- trays.

Vendors may be requested to provide proof of purchase from the manufacturer for any non-ADP items billed to the client.

Please note that if a manufacturer has provided additional items as part of the standard features (as described in their product sheets), this is considered part of the ADP-funded device and vendors cannot charge clients for these components. If, for example, a (soft) collapsible basket or a bonus curb climber have been included by the manufacturer at no additional cost, these items cannot be resold to clients for an additional charge.

4. The Vendor may offer additional services to the client at a separate charge.
  - Additional services may be offered to the client at a cost separate from the funding provided by the ADP (e.g., extended warranty, service package, home delivery.)
  - The Vendor must provide the client with the option to purchase the additional services separately and not as a mandatory service or fee when purchasing a wheeled walker.

An ADP-registered vendor or any member of their staff can download a copy of the revised [Product Manual — Mobility Devices](#) or the [Policy and Administration Manual - Mobility Devices](#) from the ADP website:

<https://www.health.gov.on.ca/en/pro/programs/adp/publications.aspx>

All vendor questions related to this memorandum or any policies and procedures of the ADP should be sent to: [adpvendors@ontario.ca](mailto:adpvendors@ontario.ca).

(original signed by)

David Schachow  
Director, Delivery and Eligibility Review Branch