

Memorandum

To: ADP-Registered Vendors for Home Oxygen Therapy

From: David Schachow, Interim Director, Assistive Devices Program

Date: December 21, 2020

Subject: **COVID-19 Pandemic – ADP-Funded Clients in Long-Term Care Homes**

In response to the continuing COVID-19 pandemic, the Assistive Devices Program (ADP) is making temporary changes for ADP-funded clients who reside in a Long-Term Care Home (LTCH) and are renewing their funding following the initial 90-day funding period.

The ADP-registered vendor's Regulated Health Professional (RHP) **can enter the LTCH:**

1. The RHP will complete the necessary testing to confirm if the ADP-funded client continues to meet the medical eligibility criteria for home oxygen therapy.
2. For ADP-funded clients who meet the medical eligibility criteria, **or** their 90-day funding period was extended to August 31, 2020, the ADP-registered vendor will submit the 9-month *Renewal of Funding Home Oxygen Therapy* application.
 - The application will include the oximetry test results.
 - The ADP-funded client or their agent, the RHP and the ADP-registered vendor will sign the application.
 - As per ADP policy, the prescriber is not required to sign the 9-month renewal application.
3. Upon receiving a complete and accurate application, the ADP will process the application based on the following.
 - If the ADP-funded client meets the medical eligibility criteria, the client's funding will be renewed for the next 9-month funding period. The start date of the 9-month funding period will be based on the end date of the 90-day funding period.
 - If the ADP-funded client does not meet the medical eligibility criteria **and** funding for the initial 90-day funding period was extended to August 31, 2020, the 9-month application will be approved and funding will be provided until the re-assessment date, as per the August 17, 2020 memorandum.

The ADP-registered vendor's Regulated Health Professional (RHP) **cannot enter the LTCH.**

1. The ADP-registered vendor will submit the 9-month *Renewal of Funding Home Oxygen Therapy* application.
 - The application will not include oximetry test results.
 - The ADP-funded client or their agent, and the ADP-registered vendor will sign the application.
 - As confirmation of the ADP-funded client's continued need for home oxygen therapy:
 - **the prescriber must sign the application.**
2. The application must include written confirmation from the RHP that they could not enter the LTCH to carry out the necessary oximetry test. The letter must also include the RHP's:
 - printed name;
 - signature and signature date; and
 - college registration number
3. Upon receiving a complete and accurate application, the ADP will approve the 9-month application.
 - **Notwithstanding the start-date of the 9-month funding period, funding will only be provided to May 31, 2021.**
4. If it is determined that the ADP-funded client needs funding for home oxygen therapy beyond May 31, 2021, the ADP-funded client must begin as a new client.
 - Upon receipt of a complete and accurate application form, including confirmation that the client meets the medical eligibility criteria, the client will receive funding for a 90-day funding period.

All questions related to this memorandum should be sent to: adpvendors@ontario.ca.

As a reminder of the temporary changes still in place due to the COVID-19 pandemic please see the enclosed table.

Thank you for your continued commitment and service to Ontarians during this pandemic.

(original signed by)

David Schachow

Table 1: Temporary Changes to ADP Policy

Subject	Date of Memo	Temporary Policy Change
Waived the Medical Eligibility Criteria	April 3, 2020	<p>The ADP has temporarily waived the requirement for first-time clients to demonstrate that they meet the Program’s medical eligibility criteria for ADP-funded home oxygen therapy:</p> <ul style="list-style-type: none"> • when prescribed by a physician or nurse practitioner licensed to practice in Ontario.
Funding Extended to August 31, 2020	April 3, 2020	<p>The ADP extended the funding period end date for all ADP-funded clients whose funding period ended between March 12, 2020 and August 30, 2020. This included clients receiving funding for the following:</p> <ul style="list-style-type: none"> • a 90-day funding period, including the 90-day funding period for palliative care; and • a 9-month funding period.
Revised Re-Assessment Period	August 17, 2020	<p>The ADP has temporarily revised the re-assessment periods for claims where the ADP extended the funding period to August 31, 2020.</p> <ul style="list-style-type: none"> • For clients who have completed their initial 90-day funding period (including palliative care), testing to confirm eligibility must be completed before December 31, 2020. • For clients who have completed their 9-month or 12-month funding period, testing to confirm eligibility must be completed before March 31, 2021. <p>For clients where the funding period was extended to August 31, 2020 and testing confirms that the client does not meet the medical eligibility criteria, if the test was performed within the temporary re-assessment period:</p> <ul style="list-style-type: none"> • funding will be provided until the date of the re-assessment.
12-Month Re-assessment for Clients with Exertion Hypoxemia	August 17, 2020	<p>For ADP-funded clients with exertional hypoxemia and completing their 3rd and final application, the ADP will accept a Vendor Exercise Assessment if performed before March 31, 2021 and followed up by an Independent Exercise Assessment, confirming the client meets the medical eligibility criteria for exertional hypoxemia.</p>

Subject	Date of Memo	Temporary Policy Change
Prescriber's Signature	March 20, 2020	<p>The ADP has temporarily waived the requirement for the prescriber to complete Section 4 (Signatures) of the ADP application form:</p> <ul style="list-style-type: none"> • when a copy of the prescriber's prescription is attached to the application form.
Client's Signature	April 3, 2020	<p>The ADP has temporarily waived the requirement for the first-time applicant to sign and complete Section 3 (Applicant's Consent and Signature) of the ADP application form.</p>
Client Training and Education	March 18, 2020	<p>For ADP-funded clients residing in a Long-Term Care Home (LTCH), the ADP has temporarily waived the requirement for a Regulated Health Professional (RHP) employed by the ADP-registered vendor, to see new clients within 3 days (or 10 days for clients residing in northern Ontario):</p> <ul style="list-style-type: none"> • if in the opinion of the Director of Care for the LTCH and the RHP employed by the ADP-registered vendor, home oxygen therapy can be provided safely and effectively without risk to the ADP-funded client.
Client Training and Education	March 20, 2020	<p>For ADP-funded clients residing in their own home, the ADP has temporarily waived the requirement for RHPs employed by the ADP-registered vendor to provide in-home training and education to clients, their family and/or their caregiver, if in the opinion of the RHP alternative teaching methods can be used</p>
Proof of Delivery	April 3, 2020	<p>For the duration of the pandemic, the ADP has temporarily waived the requirement for the client, a family member, or a caregiver to sign the proof of delivery form.</p>
Annual Renewal	March 18, 2020	<p>For the duration of the pandemic, the ADP-registered vendor can defer completing the annual re-assessment of the ADP-funded client's continued need for home oxygen therapy.</p>