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## Memorandum

**To:** ADP-Registered Vendors for Home Oxygen Therapy

**From:** David Schachow, Interim Director, Assistive Devices Program

**Date:** April 3, 2020

**Subject:** **COVID-19 Pandemic – Home Oxygen Therapy**  
(UPDATE to memo dated March 20, 2020)

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In response to the evolving situation regarding the COVID-19 pandemic, the Assistive Devices Program (ADP) is making additional temporary changes to the policies governing funding assistance for home oxygen therapy. These questions and answers **update** the questions and answers provided in the memos from March 20, 2020 ((1) COVID-19 Pandemic – Home Oxygen Therapy and (2) Signatures on the ADP-Application Form During the COVID-19 Pandemic).

**1. Will the ADP waive the requirement to renew an ADP-funded client's continuing eligibility for ADP-funded home oxygen therapy and extend funding for the duration of the pandemic?**

In the March 20, 2020 memorandum, "COVID-19 Pandemic – Home Oxygen Therapy" (question #1), the ADP notified ADP-registered vendors that to renew funding assistance for home oxygen therapy, the ADP-registered vendor must submit a renewal application to the ADP with modified requirements.

The ADP has implemented changes to the ADP client database that will automatically extend the funding period end date for all ADP-funded clients whose current funding period ends between March 12, 2020 and August 30, 2020.

For clients receiving funding for the 3-month funding period, 9-month funding period or for palliative care, the ADP will extend funding to August 31, 2020 for those clients whose current funding period ends between March 12, 2020 and August 30, 2020. The requirement for a modified renewal application specified in the March 20, 2020 memorandum is no longer required.

To continue to receive funding after August 31, 2020, the ADP will need to receive a complete renewal application, with testing to confirm the ADP-funded client continues to

meet the medical eligibility criteria for ADP-funded home oxygen therapy. The ADP will provide each ADP-registered vendor with a complete list of ADP-registered clients whose funding period has been extended to August 31, 2020 when the information is available.

**2. Will the ADP waive the medical eligibility criteria for home oxygen therapy for Ontario residents being discharged home from the hospital, or currently residing in their home or a Long-Term Care Home (LTCH), when home oxygen therapy is prescribed by a physician or nurse practitioner licensed to practice in the province of Ontario?**

For the duration of the pandemic, the ADP will waive the requirement for first-time applicants to meet the Program's medical eligibility criteria for ADP-funded home oxygen therapy, when prescribed by a physician or nurse practitioner licensed to practice in the province of Ontario.

Once ADP-registered vendors have been notified to re-start submitting applications, the ADP-registered vendor will submit the *First Time Application for Funding Home Oxygen Therapy* (application form) to the ADP. When submitting the application form for first-time applicants, the ADP-registered vendor must:

- attach the prescription to the ADP application form;
- populate the required prescriber fields (Section 4 – Signatures), including the prescriber's OHIP billing number; and
- complete the "Vendor Information" (page 5 of the application form).

For Section 2 – Devices and Eligibility, the vendor must also:

- not complete the "Funding Program Requested" – that section is to be left blank;
- complete the "Delivery System Requested"; and
- if applicable, record "COVID-19" under "Confirmation of Applicant's Eligibility for Home Oxygen Funding" (Diagnosis) – record under "Other".

First time applicants will not be required to complete Section 3 – "Applicant's Consent and Signature".

The Ministry will notify ADP-registered vendors when this temporary measure is no longer permitted.

**3. Will the ADP provide additional funding for ADP-funded clients who have COVID-19 or a presumptive diagnosis of COVID-19 and only need home oxygen therapy for a short period of time, for example 2 weeks?**

For clients with COVID-19 or a presumptive diagnosis of COVID-19, the ADP will provide funding based on the daily Approved Price:

Southern rate for designated vendors: \$11.21

Northern rate for designated vendors: \$11.91

If the application requesting funding assistance is approved, the vendor submits one invoice for the number of days of actual service.

If within the first 30-days the prescriber discontinues home oxygen therapy, or the client is admitted to the hospital, or the client dies, the vendor will receive payment for 30-days, regardless of the number of days the service was provided. When submitting an invoice for these clients, the start and end date of the service period is the actual service dates, but the quantity is 30.

The Ministry will notify ADP-registered vendors when this temporary measure is no longer permitted.

**4. Will the ADP waive the requirement for the client, a family member or care-giver to sign for proof of delivery.**

For the duration of the pandemic, the ADP will waive the requirement for the client, a family member or a care-giver to sign the Proof of Delivery form.

When an ADP-registered vendor delivers home oxygen therapy equipment and/or supplies to an ADP-funded client, the vendor employee delivering the equipment and/or supplies must sign the Proof of Delivery form, confirming the delivery date and time.

The Ministry will notify ADP-registered vendors when this temporary measure is no longer permitted.

All questions related to this memorandum should be sent to: [adpvendors@ontario.ca](mailto:adpvendors@ontario.ca).

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

(original signed by)

David Schachow