



COMMISSIONER
Chris Traylor

January 28, 2010

To: Nursing Facility (NF) Providers
Subject: Information Letter No. 10-17
Customized Power Wheelchairs (CPWC), Additional Information Provided

This letter replaces Information Letter 08-12 (IL08-12), dated February 20, 2008; IL08-51, dated April 24, 2008; and IL08-98, dated August 1, 2008. The Department of Aging and Disability Services has revised the Nursing Facility Customized Power Wheelchair (CPWC) Authorization Form (Form 3706) and form instructions. The new revision of Form 3706 and form instructions eliminates the need for the three information letters referenced above.

The revised Form 3706 now contains – as an attachment to the form instructions – information regarding the processes and policy associated with the authorization and payment of a CPWC for Medicaid-eligible residents in DADS nursing facilities. This information was previously located in various forms in the three above-referenced information letters.

Refer to the following link to access the Form 3706, form instructions and CPWC policy attachment:
<http://www.dads.state.tx.us/forms/3706/>

When requesting authorization of a CPWC it is strongly recommended by DADS that the facility print and review the following:

- Nursing Facility Customized Power Wheelchair (CPWC) Authorization Form (Form 3706);
- Form 3706 instructions and
- Form 3706 Attachment 1.

The revisions to Form 3706, instructions and Attachment 1 contain various changes to both the policy and the process for requesting authorization of a CPWC from DADS. In addition to these changes, a “transfer process” - which a facility must use when a resident is admitted from another facility, has an existing authorization for a CPWC, but has not, received the CPWC upon admission to the new facility. Form 3706, instructions and Attachment 1 should all be reviewed carefully so that facility staff are familiar with all changes and new information. Review of the above documents prior to initiating the process for completing the Form 3706 should assist in avoiding unnecessary returns or denials of incomplete submissions.

Should you have additional comments or questions after reviewing this letter and the above referenced documents, please contact Sean Ivie at 512-438-5208 or by email at sean.ivie@dads.state.tx.us.

Sincerely,
[signature on file]
William Campbell, Director
Institutional Services Section
Provider Services

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