

# Alberta Aids to Daily Living

## Bulletin #92

---

### Information for Mobility and Large Equipment Authorizers

#### Current order processing times

Some orders are taking longer to process at this time:

- Wheelchairs - four to six weeks
- Recyclables - four to six weeks
- B,C,V,E benefits - three to four weeks

Please limit your enquiries to orders taking longer than the timeframes noted above.

#### Tips for completing 1250 and 1251 forms

Sometimes, an order may take longer to process because the form was not completed correctly and must be returned.

Here are a few tips to keep in mind:

- Remember to include the client's signature. Bulletin 84 provides more information about signature requirements.
- Make sure you have the correct catalogue number.
- Check the Approved Product List (APL) to see if the client's weight or other additional information is needed.
- Only put B,C,E,V benefits on the same 1250 form.
- Slings and lifts require separate 1250 forms.
- Slings now have generic catalogue numbers. These catalogue numbers can be found in the APL.

- Please send 1251 forms by mail unless the patient is palliative or being discharged from the hospital. But, send 1250 forms by fax.
- Submitting **1250/1251 forms** to AADL within 20 days will ensure that vendors are paid promptly.

#### Power wheelchairs

Due to volume and complexity, adjudication and processing for power wheelchairs are currently taking about three months. Please limit enquiries to orders taking longer than three months.

To help ensure an order is processed as soon as possible, please send the original form by mail and use the most current specification sheet.

#### Quantity and Frequency Review (QFR) tips

- Remember to include the Wheelchair Replacement Request form with any wheelchair QFR's.
- Please use the most current QFR form.
- Refer to the manual QFR process for the benefit in question to ensure the client meets the criteria before submitting a QFR.

#### Reminders

**Deceased client** - Remember to call or email when your client has passed away and has AADL equipment or an order is in the queue.

**Recycling** – Please include the client's Information when returning equipment to a vendor.

**Authorizers signing for Assessors** – Authorizers are reminded to review the form and the request as

they are responsible for the accuracy and validity of the request.

### **New catalogue numbers for the Humancare Altair Ceiling Lift Accessories:**

**As of September 1, 2020, lift accessories** will be processed separately from the lift. Please use the following codes for the D ring and extension straps:

- L340 Distance strap 3.9 – 17.7
- L341 Distance strap 19.7 – 29.6
- L342 Distance strap 31.5-39.3
- L339 for the D ring

## **New Mobility and Large Equipment Manager**

Jennifer Bourret is now the Acting Program Manager for Mobility and Equipment. She will be replacing Jennifer Mabugat Chan while she is on leave.

Jennifer Bourret can be reached at [Jennifer.Bourret@gov.ab.ca](mailto:Jennifer.Bourret@gov.ab.ca), by dialing 780-422-7756 or toll-free in Alberta by dialling 310-0000, then 780-422-7756 when prompted.