

Alberta Aids to Daily Living

Bulletin #84

Changes to AADL documentation requirements and assessment requirements for oxygen funding

Client Signatures on AADL Documents

AADL has a number of documents that require a signature from the client. Depending on the document these signatures are required to obtain consent to share health information, show understanding and acceptance of benefits that are being authorized or requested on their behalf or acceptance of the benefit they received. During the COVID-19 pandemic AADL will accept the following in lieu of obtaining an in-person signature on the following forms.

Respiratory- Client Declaration Form

- A faxed copy of the form is acceptable.
- The form can be mailed to the client for the final signature and mailed back.
- The client can sign the form at home, take a photo of the signed form and email that picture to the assessor or specialty supplier.
- Explain the contents of the form over the phone and have the client email the authorizer, assessor or specialty supplier if they are in agreement with the contents of the form.

1250- Authorization Form

In the rare circumstance where an in-person assessment cannot occur the following methods to obtain a signature is acceptable. Please note this

would only be applicable to AADL benefits that can be done without an in-person assessment. AADL benefits that must have an in person assessment are listed on page 2 of this Bulletin.

- A faxed copy of the form is acceptable.
- The form can be mailed to the client for the final signature and mailed back.
- The client can sign the form at home, take a photo of the signed form and email that picture to the assessor or specialty supplier.
- Explain the contents of the form over the phone and have the client email the authorizer, assessor or specialty supplier if they are in agreement with the contents of the form.

Quantity and Frequency Review (QFR) forms

- If possible obtain written consent either on the QFR form or via the methods listed above.
- For the QFR form AADL will accept also accept telephone consent with rationale from the authorizer regarding why they could not collect a signature or some other form of written confirmation from the client.

Validation Certificates for Audiology Benefits and Prosthetic and Orthotic Benefits

- A faxed copy of the form is acceptable.
- The form can be mailed to the client for the final signature and mailed back.
- The client can sign the form at home, take a photo of the signed form and email that picture to the assessor or specialty supplier.
- Explain the contents of the form over the phone and have the client email the authorizer, assessor or specialty supplier if they are in agreement with the contents of the form.

Note- Signature on this document is still expected but if the assessor/specialty supplier makes efforts

to obtain a signature and is unable to do so they should document on the client file their attempts to meet this requirement.

There are some AADL benefits that will continue to require an in-person assessment in order to determine the appropriate benefit and the eligibility for the benefit. Therefore a client signature should be obtained during the assessment.

Bathing and Toileting Aids (Large)

Breast Prosthesis

Burn Garments

Compression Garments

Footwear Benefits

Hearing Aids and other Audiology Benefits

Mattress, overlays, transfer aids and accessories

Medical Surgical Benefits

- Incontinence Supplies
- Catheters
- Ostomy

Ocular Prosthesis

Orthotics and Prosthetics

Pediatric Equipment

Recycle Benefits

- Beds, lifters
- Wheelchairs

Seating and Wheelchair Accessories

Voice Restoration and electrolarynx

Speech Generating Communication Devices – New Assessments only.

- In circumstances where a client has been previously assessed for an SGCD but the documentation has not been completed the authorizer can obtain the signature through the methods outlined for the 1250 form.

[Change to assessment requirements for AADL oxygen funding.](#)

Alberta Aids to Daily Living (AADL) is making further adjustments to ensure Albertans have access to funding through the Respiratory Benefits Program. There is an understanding not all Alberta Health Services sites will have access to Registered Respiratory Therapist's to complete the necessary testing for home oxygen funding qualification or

have access to printing oximeters. With these limitations in mind, AADL will accept assessments from regulated health care professionals, i.e. Nurses and Physicians, for home oxygen setups. The expectation is oximetry monitoring on room air must be performed for the purpose of assessing home oxygen eligibility when it is safe and appropriate to do so in accordance with AADL oximetry monitoring guidelines and professional standards of practice.

Assessment

1. At rest
 - a. Monitor the patient continuously for 3 minutes.
 - b. SpO₂ must be less than or equal to 89% throughout the monitoring period.
2. On exertion
 - a. Monitor the client while walking.
 - b. SpO₂ must be less than 80%.
 - c. A client does not need to continue walking if their saturations fall to less than 80%.

If the above criteria is met, please contact an AADL Respiratory Specialty Supplier by either texting or calling 780-603-3248, to inform them of the home oxygen start.

- a. Documentation of qualifying oxygen saturations must be dated with the time of the assessment and signed by the assessor, include their professional designation and have a client identifier with PHN/ULI attached.
- b. Provide a copy of the completed assessment along with a prescription for home oxygen and patient contact information to the Specialty Supplier prior to the home oxygen setup.
 - i. Prescription must be signed and dated by a Physician or Nurse Practitioner and include an oxygen flow rate and hours per day or Therapist Driven Prescription (TDP).
- c. Notify the Specialty Supplier if the client is a presumptive or confirmed COVID-19 case.

To limit potential exposure, please ensure that clients meet the listed criteria prior to contacting the Specialty Supplier. If you have any questions please contact Alberta Blue Cross toll free at 1-888-828-8738.