

Writing Letters of Medical Necessity to Acquire AAC Devices

February 3, 2009: 9:00 am to 3:30 pm (\$84 Members / \$99 non-Members)

Target Audience

This workshop will be of great benefit to all licensed speech-language pathologists, especially school-based therapists, serving the wide range of individuals who are in need of Augmentative or Alternative Communication (AAC) devices.

Description of Experience

Speech-language pathologists across many clinical and educational settings encounter individuals in need of AAC devices. The nature of the communication disorders requiring AAC therapy and devices are justified by third-party insurers as either Durable Medical Equipment or Prosthetic Devices. Due to this fact, it is critical that clinicians be familiar with writing appropriate Letters of Medical Necessity.

Writing Letters of Medical Necessity can be made much easier if one follows the appropriate format and submits them through the appropriate channels. Reviewers of these letters are not always familiar with AAC devices or the population in need of them. They are, therefore, looking for key words and phrases in order to determine eligibility and coverage of the device. Without the proper elements included in the Letter of Medical Necessity, one is risking denial or deferment. This session will discuss the critical elements of the letter writing. Multiple samples of letters will be available as a guide to constructing such letters, as well as the pitfalls one may experience when trying for the first time.

Valuable elements of this presentation with which the participant will leave:

1. digital copies as well as a guided tour of multiple companies' funding packet forms including state-specific documentation needed, sample letters of recommendations, sample doctors' prescriptions, and FAQ's.
2. an organized and completed Letter of Recommendation for a client you have identified as a candidate for 3rd party funding (time permitting).

Learning Objectives

- Identify individuals who may benefit from "device" ownership.
- Construct a template letter of Medical Necessity utilizing all of the critical component headings.
- Discuss the reasons for not including details of educational need in the Letter of Medical Necessity.
- Discuss the appropriate evaluation process, how to list multiple device trials and funnel letter toward ultimate recommendation.
- Learn about the multiple essential parties of involvement, their roles, responsibilities, and the time line from submission to receipt.
- Understand what is needed from you when the outcome is a deferment
- Discuss the appeal process

SLP's or Teams are asked to bring a "client case," and the permission or agreement of the family to write a Letter of Medical Necessity for the funding of the device. A computer is required for word processing. Please bring your own so you can save your files. We have a limited number of laptops available to borrow; if one is borrowed, you must bring a portable storage device (flash drive) in order to save the digital template files and your own Letter of Recommendation.

Presented by Diana Jurist