

Part V Additional Procedures
Section A: Assistive Technology

Request for Concurrence by Public School Personnel

Augmentative and Alternative Communication

Systems (AAC) devices are designated to allow individuals to communicate. After an evaluation is completed, Medicaid may fund an AAC device for students under 21 years old enrolled in a public school. Any evaluation for an AAC device, funded by Medicaid, must be performed by a licensed or Department of Education certified speech-language pathologist.

School personnel may be asked to complete a concurrence form by the parent or private evaluator. Instead of completing the provided form follow these procedures:

- *Parent provides copy of evaluation completed by a licensed or Department of Education certified speech-language pathologist and the action plan or plan of care. The action plan or plan of care must include the following information:*
 - *Explanation of any AAC device currently being used or owned by the recipient at home, work, or school; and*
 - *Current use of the system(s) and its limitations; and*
 - *Appropriate long and short-term therapy objectives; and*
 - *Recommended AAC device; and*
 - *Recommended length of a trial period, if applicable; and*
 - *Description of any AAC device(s) that the recipient has previously tried; and*
 - *Specific benefits of the recommended AAC device over other possibilities; and*
 - *Established plan for mounting, if necessary, repairing, and maintaining the AAC device; and*
 - *Who is responsible to deliver and program the AAC device to operate at the level recommended by the team; and*
 - *Documentation of medical necessity.*
- *An assistive technology representative will complete a Records Review Form (form Records Review) of the evaluation.*
- *The IEP or Section 504 team schedules a meeting to review the evaluation and action plan or plan of care. An assistive technology representative would need to attend this meeting. It is recommended that the team have the parent sign an Authorization for Release and Exchange of Information (form Release of Information) with the private evaluator.*
- *The IEP or Section 504 team members document on the Conference Notes (form Conference Notes) if they concur with the need for an AAC device. The school personnel must agree that the recipient's teacher and school therapist are knowledgeable in the use of the AAC or will be trained regarding its use.*
- *A copy of the Conference Notes (form Conference Notes) documenting the team's decision would need to be provided to the parent.*