

AT HOME PROGRAM

Purpose: To inform health care providers of the type of information required in justification letters. These guidelines are intended to: 1) enhance communication, and 2) improve consistency and quality of letters.

Information Required:

Date

Name of Child

Date of Birth

Diagnosis

Include the type of impairment, location and degree of involvement.

Prognosis (*if applicable*)

Functional Summary

Provide an overview of the child/youth's:

- Functional status (i.e., mobility, transfer and ADL skills)
- Physical skills or limitations as it relates to the equipment requested (e.g., head control, ROM, sitting balance)
- Cognitive skills as it relates to the equipment requested (e.g., visual spatial skills, judgement)

What has Precipitated the Request?

Indicate why the request is occurring at this time.

Current Equipment (*related to equipment requested*)

Indicate the type and status of present equipment and why it is no longer meeting the needs of the child/youth.

Repair History of Current Equipment

Indicate what repairs or modifications have been done to the current equipment.

Equipment Tried
(*confirmation of trial*)

Indicate:

- The equipment trialed and the outcomes of the trial.
- The options considered and why they were considered inappropriate.
- Why basic or less expensive equipment is deemed inappropriate

Recycling Equipment Review

Indicate whether or not the equipment needs could be met through the Children's Medical Equipment Recycling and Loan Service (CMERLS - www.redcrossequipment.com).

Justification

Clearly identify the relationship between the child's medical need and the equipment requested. Provide a rationale for the equipment, including a justification for any components that are considered to be 'up-charges' (e.g., the arms and front riggings for some wheelchair brands). Indicate the expected results of the equipment for the child.

Quote

Indicate a quote from an approved AHP dealer.

Name and Signature

Include professional affiliation and contact information (i.e., address and phone number).