Home Modification Process
Home Modifications

• Policy AHCCCS AMPM 1240-I
• Includes but not limited to: ramp, shower, grab bars, widen doors/lever handles, high rise toilet, roll under sink
• Purpose: Deter the risk of an increase in home and community based services or institutionalization
• Must have a specific adaptive purpose enabling the member to function with greater independence in the home
• Must be medically necessary and have an impact on member ability to independently perform Activities of Daily Living (ADLs)
• Exclusions: general maintenance, home improvement, repair
Home Modification Request Overview

- Bandana reviews initial packet
- FFS Medical Documentation Form (fax cover sheet)
- Uniform Assessment tool
- Service Assessment form
- Home Mod Request/Justification form
- Incomplete packet sent back to Case Manager with reason
- Complete packet reviewed for approval by Nurse
Review Process

- Nurse reviews documentation in packet for medical necessity
- If approved, bid notification letters sent to Case Manager and Contractors – 30 days to submit bids
- Bids reviewed and award letters sent to Case Manager and Contractor
- Contractor receives pended auth – 90 days to complete approved modifications
- After project is complete Contractor submits completion docs to AHCCCS – member sign off and after pictures
- Authorization is approved and Contractor is able to submit for billing
Home Mod Request/Justification Form

Common errors
Changes coming