

## Memorandum

**To:** ADP-Registered Vendors for Home Oxygen Therapy

**From:** David Schachow, Interim Director, Assistive Devices Program

**Date:** March 18, 2020

**Subject:** COVID-19 Pandemic – Home Oxygen Therapy

---

The Assistive Devices Program (ADP) has been receiving questions about ADP-funded home oxygen therapy during the COVID-19 pandemic. This memo includes some questions and answers to help ADP-registered vendors and their staff.

**1. Should the vendor identify that an applicant has been diagnosed with COVID-19 when submitting an application for home oxygen therapy?**

Yes . When an ADP-registered vendor submits an Application for Funding Home Oxygen Therapy for an applicant with COVID-19, the diagnosis should be clearly identified.

In Section 2 (Devices and Eligibility) of the application form, under Diagnosis please check “other” and record “COVID-19” in the space allowed.

**2. Will the ADP waive the requirement for Arterial Blood Gases (ABGs) to confirm eligibility for first-time applicants?**

The ADP’s policies allow the requirement for ABG measurements to be waived. The Program will accept an oximetry study if, in the opinion of the prescriber, ABGs cannot be provided due to:

- an infectious disease outbreak (e.g., COVID-19) in a Long-Term Care Home (LTCH); or
- medical risk to the applicant (e.g., possible increased exposure to COVID-19).

As per ADP policy, the vendor is expected to retain in the client’s file the “appropriate documentation that confirms the specific medical risk to the procurement of ABGs”.

**3. Can ADP-registered vendors fax the Application for Funding Home Oxygen Therapy to the ADP?**

While the ADP will accept applications where the prescriber's signature and date may not be original, the ADP will only accept an application sent to the Program by mail or courier. The Program cannot accept applications sent by fax.

**4. Will the ADP waive the requirement for the long-term funding annual renewal?**

Under the policies of the ADP:

- the prescriber must re-assess the client continued need for home oxygen therapy annually; and
- the vendor must retain a copy of the updated prescription in the client's file.

For the duration of the COVID-19 pandemic, ADP-registered vendors can defer completing the annual renewal until the pandemic is over. The Ministry will notify ADP-registered vendors when this temporary measure is no longer permitted.

**5. For new clients residing in a Long-Term Care Home will the ADP waive the requirement for a Regulated Health Professional, employed by the ADP-registered vendor, to see the client within 3 days (or 10 days if the client resides in northern Ontario) from the date home oxygen therapy was initiated?**

If in the opinion of the Director of Care for the Long-Term Care Home and the Regulated Health Professional employed by the ADP-registered vendor that home oxygen therapy can be provided safely and effectively, and without risk to the ADP-funded client, the ADP will waive the requirement for a Regulated Health Professional, employed by the ADP-registered vendor, to see the client within 3 days (or 10 days if the client resides in northern Ontario) from the date home oxygen therapy was initiated. The Ministry will notify ADP-registered vendors when this temporary measure is no longer permitted.

This information, along with future updates, will be posted on the ADP Health Care Professionals website, please monitor regularly:

<http://www.health.gov.on.ca/en/pro/programs/adp/memos/memos.aspx>.

Additional questions or requests for clarification can be sent to [adpvendors@ontario.ca](mailto:adpvendors@ontario.ca).

Finally, the Ministry would like to take this opportunity to thank all ADP-registered vendors and their staff for their on-going commitment to ADP clients during this pandemic.

(original signed by)

David Schachow