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# Policy Statement

To ensure consistent and equitable prioritisation of assistive technology provision through the Territory Equipment Program.

# Policy Purpose

The TEP aims to provide prescribed items of assistive technology to assist eligible residents of the Northern Territory with a permanent or long-term disability, to enhance their safety and independence, and to assist them to live and participate in their community.

This policy has been developed to transition the former Disability Equipment Program (DEP) to a service model for the provision of assistive technology for people with a functional impairment, within a contemporary service system model and within existing funding.

This policy introduces the prioritisation for assistive technology provision through the TEP.

# Policy Details

## Responsibilities

All staff have a responsibility to familiarise themselves with the TEP policies and procedures.

## Policy Content and Implementation

TEPaims to provide the essential and basic items of assistive technology, which meet the **assessed** needs of the client. It is recognised that the TEP cannot provide items of assistive technology to meet all the needs of every client. In order to meet the needs of as many clients as possible, it is necessary to prioritise applications.

While a person may be eligible for assistance under TEP, it does not guarantee that a particular item of assistive technology will be provided. This decision is dependent on the clinical priority and availability of funds.

The TEP have a pool of new and re-issue stock items that are available for issue following the processing of an approved application and prescription, in order to minimise waiting times for the provision of assistive technology. The stock pool is managed in accordance with the TEP Management of Equipment Policy.

New items will not be provided where a re-issue item is available and meets the assessed need of the client. Items not in stock may be prioritised if funds are not immediately available. Prioritisation does not apply to stock items or items clinically prioritised as High Urgency.

## Clinical Priority

To ensure clients most in need are assisted, each prescription item will be clinically prioritised using the following criteria:

## High Urgency Category

* The provision of items of assistive technology which are ***essential*** to:
	+ The safety of the client/carer in the home
	+ The continuation of the current care/living arrangements
	+ The client’s independent functioning in the home

## Medium Urgency Category

* The provision of items of assistive technology which will ***improve*** the:
	+ Safety of the client/carer in daily living activities
	+ The client’s independent functioning in daily living activities
* The provision of items of assistive technology that will maintain the client’s current care/living arrangements

## Low Urgency Category

* The item of assistive technology is a **therapeutic based** item that increases the client’s mobility or communication in the long-term
* The item of assistive technology **contributes** to the client’s quality of life but is not essential for their current care/living arrangements

## Availability of Funds

The TEP regularly reviews program budget and expenditure. Where available funds are fully utilised, the TEP may be required to prioritise approved items of assistive technology.

Any items placed on a prioritisation list are reconsidered for approval at regular intervals by the TEP Cost Centre Manager.

This policy has been developed to provide a framework for the administration of the TEP in the Northern Territory. It will facilitate the delivery of a coordinated and efficient service, which provides consistency and equity in client access to items of assistive technology Territory wide.

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| Quality Assurance |
|  | **Method** | **Responsibility** |
| **Implementation** | Document will be available for all staff via the PGC. | PGC Administrators |
| **Review** | TEP policies - review every three yearsTEP procedures – review annually to ensure continuous quality improvement. | Senior Manager Community Allied Health & Aged Care, TEHS  |
| **Evaluation** | Adverse events will be recorded in the patient’s clinical notes and Riskman. | Senior Manager Community Allied Health & Aged Care, TEHS |
| **Compliance** |  |  |

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| Key Associated Documents |
| **Key Legislation, By-Laws, Standards, Delegations, Aligned & Supporting Documents** | TEP Policy and Procedure ManualTEP PO-7 Management of Equipment PolicyTEP GL TEP Glossary  |
| **References** |  |

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| Definitions, Acronyms and Alternative Search Terms |
| Term | Description |
| **Re-issue item:**  | TEP owned item returned to stock and deemed suitable for client use. |

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| **National Safety and Quality Health Service Standards** |
| cid:image001.jpg@01D658ED.D030F090Clinical Governance | cid:image002.jpg@01D658ED.D030F090Partnering with Consumers | cid:image003.jpg@01D658ED.D030F090Preventing and Controlling Healthcare Associated Infection | cid:image004.jpg@01D658ED.D030F090Medication Safety | Comprehensive care iconComprehensive Care | cid:image006.jpg@01D658ED.D030F090Communicating for Safety | cid:image007.jpg@01D658ED.D030F090Blood Management | cid:image008.jpg@01D658ED.D030F090Recognising & Responding to Acute Deterioration |
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