



Senior & Long Term Care Division Community Services Bureau Big Sky Waiver Policy Manual

Title: BSW 737
Section: SERVICES
Subject: Vehicle Modifications
Reference: ARM 37.40.1485; Big Sky Waiver Application (01-01-2018)
Supersedes: BSW 737 (10/01/2015)

DEFINITION Vehicle modifications are modifications made to a personal vehicle that will allow the member to be more independent. This service also includes consultation on the modifications and/or training on the use of the vehicle modifications.

SERVICE REQUIREMENTS Vehicle modifications must be specified in the service plan as necessary to enable the member to more fully integrate into the community and to ensure their health, safety and welfare. Modifications must be completed by a qualified provider who meets state business requirements for automotive repair/services. Requirements for consideration of vehicle modifications include:

1. The service must be medically necessary and relate specifically to the member’s medical diagnosis. This must be documented in the member’s service plan;
2. The service must provide a direct medical or remedial benefit to the member;
3. The service must be an approved service listed in the Big Sky Waiver Application (01-01-2018); and
4. The service must be such that without the service the recipient would require institutionalization.

LIMITATIONS This service does not include adaptations or improvements to the vehicle that are of general utility and are not of direct medical or remedial benefit to the member.

This service does not include regularly scheduled upkeep and maintenance of a vehicle except upkeep and maintenance of modifications.

This service does not include the purchase or lease of a vehicle and/or partial purchase of a vehicle already modified.

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**PAYMENT TO
LEGALLY
RESPONSIBLE
INDIVIDUALS**

Payment for this service may be made to legally responsible individuals, if program criteria are met. Refer to BSW 604-1.

**PRIOR
AUTHORIZATION
REQUIREMENTS**

Vehicle Modifications in excess of \$5,000 must be prior authorized by the Regional Program Officer; refer to BSW 403. The prior authorization must include at least two estimates or bids. All bids must include an estimate of the costs to include a detailed list of the amount of materials, the labor (number of hours to complete the project and amount charged per hour) and other miscellaneous costs; these estimates should accompany the prior authorization. Provider costs of submitting an estimate or bid are not payable by the Big Sky Waiver program. The lowest bid must be accepted; however, a bid that is within 10% difference of the lowest bid may be accepted at the member's choice. If two bids cannot be obtained, documentation must be present to show what efforts were made to secure multiple bids. Situations involving one bid require review and approval by the Regional Program Officer.

A prior authorization for Vehicle Modifications cannot be authorized or given to the provider prior to the member receiving the service; the service must be received by the member prior to payment by Big Sky Waiver. A Vehicle Modification cannot be separated into multiple referrals or multiple prior authorizations; all supplies and labor costs for one Vehicle Modification must be included in one referral and one prior authorization.