

MEDICAL DIAGNOSTIC TREATMENT AUTHORIZATIONS AND FEES		
<b>Manual:</b> RSB Policy & Procedures	<b>Document Number:</b> 710	<b>Section:</b> Other Policies and Procedures
<b>IMPACT Review:</b> 4/10/25	<b>SRC Review:</b> 4/22/25	<b>Finalized Date:</b> 5/6/25

#### ASSESSMENT OF CURRENT GENERAL HEALTH STATUS

Mental health providers are expected to include diagnostic work-up and treatment progress reports with their referral of job candidates. The fees paid for diagnostic examination services and related procedures from sources other than mental health providers are consistent with the Disability Determination Services division fee structure, Medicaid rates, or Medicare rates. Payment will be restricted to the specific procedures authorized, unless prior approval is obtained from an authorized IVRS staff member.

#### AUTHORIZATION FOR RECORDS

Authorizations for records received should follow the vendor's usual, customary, and reasonable fee process not to exceed a claim of \$35. Any billing received that exceeds this rate requires staff to obtain approval from their supervisor to pay the billing. When a request for records does not yield any documents and the vendor charges for a records search, the maximum amount paid may not exceed \$35. The [Medical Records Letter](#) must be sent with any release of information (ROI) requesting records. The ROI must clearly identify the IVRS office contact information where the provider can reach out with questions or concerns.

#### CANCELLATION FEES

IVRS may pay cancellation fees charged by a provider when the job candidate fails to cancel an appointment by the requisite time before the appointment or the job candidate does not show for the appointment, under the following circumstances:

- The service provided is an assessment for eligibility determination or in development of the job candidate's plan for employment;
- It is the vendor's customary policy to charge a cancellation fee and they inform individuals of the fee at the time the appointment is made; and
- The amount charged is nominal in context of the services to be rendered.

If the appointment is not for assessment purposes, a search for comparable services and benefits is required. In some instances, the job candidate's primary health insurance provider may have policies that preclude payment for cancellation fees (i.e. Medicaid). In these situations, IVRS funds cannot be used to pay these costs.

#### PROFESSIONAL STANDARDS FOR ELIGIBILITY, PLANNING, AND SERVICE DELIVERY

This section describes those vendors and partners with whom services are arranged, or from whom services are purchased for job candidates for eligibility and determination or delivery of IPE services. In general, diagnoses used for eligibility purposes should be dated within the previous three years unless the diagnosis is for a permanent chronic condition (e.g., amputee, intellectual disability, etc.) The [R-406 Financial Inventory](#) is not used for any assessments for the purposes of eligibility determination or plan development. Comparable services and benefits and financial participation are utilized for services as outlined in the corresponding policies. The services listed below would be limited to specific needs and

not authorized in excess of what is required for the purpose with which it is being authorized. IVRS staff should review the guidance of the doctor or professional as part of the determination of the length or amount of services required for vocational needs:

- **Acupuncture:**
  - Diagnosis for Eligibility: Diagnosis by an acupuncturist cannot be used for eligibility purposes.
  - Treatment under an IPE: These services may only be purchased from a Licensed Acupuncturist and as prescribed by a licensed medical provider as physical/mental treatment that is necessary to achieve the employment goal.
- **Audiological:**
  - Diagnosis for Eligibility: Under Iowa law, diagnosis of hearing loss must be performed by persons licensed as Audiologists or Otolaryngologists (ENT Doctors).
  - Treatment under an IPE: These services may be purchased from licenses hearing aid specialists, audiologists, or Otolaryngologists.
- **Chiropractic:**
  - Diagnosis for Eligibility: A diagnosis identifying the root cause of physical issues may be used for eligibility purposes when the individual is a Licensed Chiropractor.
  - Treatment under an IPE: Treatment is limited to a specific treatment needed to achieve the employment goal and is not used for medical management. Treatment must be provided by a Licensed Chiropractor.
- **Dental:**
  - Diagnosis for Eligibility: Diagnoses from dentists are not used for eligibility purposes.
  - Treatment under an IPE: These services are authorized to and accepted only from Licensed Dentists and are only provided under an IPE.
- **Drug and Alcohol:**
  - Diagnosis for Eligibility: Licensed Mental Health Counselors, physicians and psychiatrists, as well as Certified Alcohol and Drug Counselors may diagnose substance use disorders.
  - Treatment under an IPE: The services of the professionals listed above may be used by IVRS when the professional is working in a facility approved by the Department of Health and Human Services. Ongoing services under an IPE should be delivered through an aftercare program and typically are the responsibility of the individual.
- **Educational Evaluation:**
  - Diagnosis for Eligibility: For intellectual disabilities, diagnosis can only be obtained from a licensed psychologist, psychiatrist, physician, clinical social worker, or mental health counselors. For learning disabilities, the same professionals listed above are acceptable; a Masters of Education (M.Ed.) is also acceptable with the appropriate licensure (i.e. School Psychologist, Speech-Language Pathologist, etc.) as well as a Master's of Science (M.S.) (i.e. Educational Consultant).
  - Treatment under an IPE: Not Applicable
- **Hypnotherapy Treatment:**
  - Diagnosis for Eligibility: Not Applicable

- Treatment under an IPE: This may be purchased by IVRS when administered by a Licensed Medical Doctor or a Licensed Clinical Psychologist when such services are recommended by the job candidate's managing Physician.
- **Medical Diagnosis and Treatment:**
  - Diagnosis for Eligibility: Diagnosis can be obtained from licensed Physicians, Physician's Assistants, and Licensed or Advanced Registered Nurse Practitioners.
  - Treatment under an IPE: These services are authorized to and accepted only from the same professionals listed above; Registered Nurse Practitioners are also acceptable. When specific medical specialist exams or treatments are needed to achieve the employment goal, those will be arranged only through persons qualified by training and experience to perform the specific services required.
- **Native Healing Practitioners:**
  - Diagnosis for Eligibility: NHPs cannot legally diagnose medical or psychological conditions in the state of Iowa unless they also hold a state issued license as a health care provider.
  - Treatment under an IPE: The agency may utilize the services of Native Healing Practitioners who are recognized as such by an Indian tribe when services are being provided to American Indians with disabilities and the native healing practitioner services are necessary to achieve the individual's vocational rehabilitation objective. Other diverse cultures may have their own native healing practitioner and should be considered for individuals who are part of those diverse groups.
- **Optometric Services:**
  - Diagnosis for Eligibility: Individuals with visual impairments must be referred to the Iowa Department for the Blind (IDB). If the individual is not eligible for services under IDB and IDB has records that can be used for eligibility, IVRS should acquire a copy of the records through a release of information. If further documentation is needed for eligibility, diagnosis from an Optometrist or Ophthalmologist may be used for eligibility purposes.
  - Treatment under an IPE: Services may be provided by either an Optometrist or Ophthalmologist, depending upon the specific services needed by the job candidate. The person providing the service must be qualified by training and experience to perform that specific service, and be licensed by the State.
- **Physical and Occupational Therapists Treatment:**
  - Diagnosis for Eligibility: Not applicable
  - Services under an IPE: Licensed Doctors of Physical Therapy (PT), Physical Therapy Assistants under the supervision of a PT, and Licensed Occupational Therapists may provide the OT and PT services needed to achieve the employment goal.
- **Prosthetic/Orthotic Treatment:**
  - Diagnosis for Eligibility: Not applicable
  - Services under an IPE: Services of this nature may be arranged for and purchased only after consultation and through prescription from a physician, podiatrist, nurse practitioner, physician, prosthetist, or physical therapist.
- **Psychological Services:**
  - Diagnosis for Eligibility: Licensed Psychiatrists, Psychologists, Independent Social Workers (LISW), Mental Health Counselors (LMHC), Medical Doctors (M.D. or D.O.),

Physician Assistants (PA), Advanced Registered Nurse Practitioners (ARNP), or Psychiatric Mental Health Nurse Practitioner (PMHNP) may provide a diagnosis for eligibility.

- Services under an IPE: These services include assessment and diagnosis, testing, counseling, and other related services and may be provided by the professionals listed above when the service is necessary to achieve the employment goal.
- **Speech Language Pathology:**
  - Diagnosis for Eligibility: Licensed Speech Language Pathologists (SLP) may provide a diagnosis for eligibility.
  - Services under an IPE: This service will only be purchased from persons licensed in this field by the state in which they are providing the service. Speech Language Pathology Assistants (SLPA) may assist in the provision of services under the supervision of a SLP.

Disability Determination Services (DDS) makes medical, psychological, and psychiatric consultation available as needed. When needed, the supervisor in the office should contact the DDS to request a consultation. The consult must identify the specific question(s) and issues in the case that require clarification and guidance in order for the appropriate DDS medical professional to review the case at a review level cost.

#### EXCEPTIONS

- None

#### APPLICABLE FORMS, DOCUMENTS, LINKS

- [Comparable Services and Benefits](#)
- [Medical Records Letter](#)
- [R-406 Financial Inventory](#)
- [Release of Information \(R-407\)](#)