Ontario

Ministry of Health

Assistive Devices Program (ADP)
5700 Yonge Street, 7th Floor
Toronto ON M2M 4K5
Tel: 416-327-8804
Toll-Free: 1-800-268-6021
TTY: 416-327-4282
TTY: 1-800-387-5559

Application for Funding Mobility Devices

Fields marked with an asterisk (*) are mandatory.

Section 1 – Applicant's Biographical Information

Last Name *

First Name *		Middle Initial
Health Number (10 digits)	Version	Date of Birth (yyyy/mm/dd)

Name of Long-Term Care Home (LTCH) (if applicable)

Address

Unit Number	Street Number

Street Name *

Lot/Concession/Rural Route *

City/Town *	Province *	Postal Code *
	ON	

Home Telephone Number	Business Telephone Number ext.

Confirmation of Benefits

I am receiving social assistance benefits ☐ Yes ☐ No

If yes, please check one
- ☐ Ontario Works Program (OWP)
- ☐ Ontario Disability Support Program (ODSP)
- ☐ Assistance to Children with Severe Disabilities (ACSD)

I am eligible to receive coverage for Mobility Devices from:

- Workplace Safety & Insurance Board (WSIB) ☐ Yes ☐ No
- Veterans Affairs Canada (VAC) – Group A ☐ Yes ☐ No

Section 2 – Devices and Eligibility (to be completed by Authorizer)

Applicant's presenting medical condition - **Must Be Completed**

Applicant's basic functional mobility status related to the need for an ADP funded device - **Must Be Completed**

This page must be completed and submitted

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Mobility Equipment Previously Funded by ADP (check one or more as appropriate)

☐ None	☐ Forearm crutches	☐ Power add on device	☐ Power recline system
	☐ Wheeled walker	☐ Power scooter	☐ Power elevating leg rests
	☐ Manual wheelchair	☐ Positioning devices (seating)	☐ Paediatric standing frame
	☐ Power wheelchair	☐ Power tilt system	☐ Paediatric specific specialty stroller

Device(s) Currently Required by the Applicant on an ongoing daily basis, Based on Eligibility Criteria for ADP Funding Assistance

Complete and submit the relevant Section(s) below:
(check one or more as appropriate)

☐ Forearm crutches only to achieve independent mobility . . . . . **Section 2a**

☐ A wheeled walker only to achieve independent mobility . . . . . **Section 2a**

☐ A manual wheelchair only to achieve independent mobility . . . . . **Section 2b**

☐ An ambulation aid and a manual wheelchair to achieve independent mobility . . . . . **Section 2a and Section 2b**

☐ A manual wheelchair to achieve mobility (dependent for propulsion) . . . . . **Section 2b**

☐ A manual dynamic tilt wheelchair to achieve independent mobility . . . . . **Section 2b**

☐ A manual dynamic tilt wheelchair to achieve mobility (dependent for propulsion) . . . . . **Section 2b**

☐ A manual wheelchair with a power add-on device to achieve independent mobility . . . . . **Section 2b**

☐ A power base only to achieve independent mobility . . . . . **Section 2c**

☐ A power scooter only to achieve independent mobility . . . . . **Section 2c**

☐ An ambulation aid and a power base/scooter to achieve independent mobility . . . . . **Section 2a and Section 2c**

☐ Positioning devices (seating) for a wheelchair - modular and/or custom fabricated . . . . . **Section 2d**

☐ A high technology power base (dynamic tilt and/or recline and/or power elevating leg rests) **– attach justification for funding chart** . . . . . **Section 2c**

☐ A paediatric standing frame . . . . . **Section 2a**

☐ Modifications to previously ADP funded device(s) . . . . . **Section 2a/ambulation aid, Section 2b/manual wheelchair, Section 2c/power wheelchair**

☐ Modifications to non ADP funded device(s) . . . . . **Section 2a/ambulation aid, Section 2b/manual wheelchair, Section 2c/power wheelchair**

This page must be completed and submitted

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Section 2c – Power Bases and Power Scooters

Base Device (check one)

- ☐ Adult Power Base Type 1
- ☐ Adult Power Base Type 2
- ☐ Adult Power Base Type 3
- ☐ Paediatric Power Base Type 1
- ☐ Paediatric Power Base Type 2
- ☐ Paediatric Power Base Type 3
- ☐ Paediatric Power Base with Manual Dynamic Tilt
- ☐ Power Scooter
- ☐ None

Reason for Application (check one)

- ☐ First access for Mobility Devices
- ☐ Another type of device required in addition to Previously ADP Funded Device(s)
- ☐ Modifications to Non ADP Funded Device(s)
- ☐ Replacement of Previously ADP Funded Device(s) no longer in use
- ☐ Modifications/Adjustments /Additional Components to Previously ADP Funded Device(s) currently in use

Replacement Device(s) and/or Modifications Required Due To: (check as appropriate)

- ☐ Change in applicant's mobility status - previously ADP funded equipment no longer meeting basic mobility needs as defined by ADP for funding purposes
- ☐ Change in applicant's body size - previously ADP funded equipment is either too large or too small.
- ☐ Previously ADP funded equipment is worn out
  - attach vendor quote and/or copies of repair bills for wheeled walkers and wheelchairs only.
- ☐ Special circumstances - none of the above **- attach letter of rationale.**

Confirmation of Applicant's Eligibility for a Power Base (answer required for each statement)

1. Applicant requires the use of a power base to move independently throughout his/her place of residence.	☐ Yes	☐ No	☐ N/A
2. Applicant requires the use of a power base to move independently beyond his/her place of residence.	☐ Yes	☐ No	☐ N/A

Confirmation of Applicant's Eligibility for a Power Scooter (answer required for each statement)

1. Applicant requires the use of a power scooter to move independently throughout his/her place of residence.	☐ Yes	☐ No	☐ N/A
2. Applicant requires the use of a power scooter to move independently beyond his/her place of residence.	☐ Yes	☐ No	☐ N/A
3. Applicant operates the prescribed scooter independently with the standard scooter seat and tiller.	☐ Yes	☐ No	☐ N/A

Prescription Details for Power Device Only (answers required for 1-6 for power base and 6 only for power scooters)

1. Seat Width _____ ☐ cm or ☐ inches
2. Finished Back Height _____ ☐ cm or ☐ inches
3. Finished Seat to Floor Height _____ ☐ cm or ☐ inches
4. Leg Rest Length _____ ☐ cm or ☐ inches
5. Seat Depth _____ ☐ cm or ☐ inches
6. Client Weight _____ ☐ kg or ☐ lbs

Note: See product manual for details about all generic device types.

Section 2c continued

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Additional ADP Funded Options Required for Prescribed Power Base (check one or more)

- ☐ Adjustable Tension Back Upholstery
- ☐ Midline Control
- ☐ Manual Recline Option
- ☐ Angle Adjustable Footplates (pair)
- ☐ Manual Elevating Legrests (pair)
- ☐ Swingaway Mounting Bracket
- ☐ One Piece 90/90 Front Riggings
- ☐ Seat Package 1 for Power Bases (includes frame, sling upholstery, armrests, footrests)
- ☐ Seat Package 2 for Power Bases (includes deluxe seat and back, armrests, footrests)
- ☐ Oxygen Tank Holder
- ☐ Ventilator Tray

Provide clinical rationale for the following Specialty Components in space below*

- ☐ Specialty Controls 1 Non Standard Joystick*
- ☐ Specialty Controls 2 Chin/Rim Control*
- ☐ Specialty Controls 3 Simple Touch*
- ☐ Specialty Controls 4 Proximity Control*
- ☐ Specialty Controls 5 Breath Control*
- ☐ Specialty Controls 6 Scanners*
- ☐ Auto Correction System*

*** Provide Clinical Rationale**

Provide clinical rationale for the following Power Positioning Devices in Justification for Funding Chart

- ☐ Power Tilt Only
- ☐ Power Recline Only
- ☐ Power Tilt and Recline
- ☐ Power Elevating Footrests
- ☐ Multi-Function Control Box

Non ADP Funded Options Prescribed (Optional)

Set Up Instructions for Vendor (Optional)

☐ **Custom Modifications Required**

The authorizer must provide clinical rationale to support the request in the space below and attach a vendor quote that provides a breakdown of the cost of labour (not to exceed $40.00/hour) and parts.

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Section 2d - Positioning Devices (Seating) for Mobility

Devices and Options

Seat cushion	☐ Modular	☐ Custom Fabricated
Seat Cushion Cover(s)	☐ Modular	☐ Custom Fabricated
Seat Option(s)	☐ Modular	☐ Custom Fabricated
Seat Hardware	☐ Modular	☐ Custom Fabricated
Pommel/Adductors	☐ Modular	☐ Custom Fabricated
Pommel Hardware		☐ Custom Fabricated
Back Support	☐ Modular	☐ Custom Fabricated
Back Support Options	☐ Modular	☐ Custom Fabricated
Back Cover		☐ Custom Fabricated
Back Hardware	☐ Modular	☐ Custom Fabricated
Complete Assembly	☐ Modular	☐ Custom Fabricated
Headrest/Neckrest	☐ Modular	☐ Custom Fabricated
Headrest/Neckrest Options		☐ Custom Fabricated
Headrest/Neckrest Hardware	☐ Modular	☐ Custom Fabricated
Positioning Belts	☐ Modular	☐ Custom Fabricated
Positioning Belt Options		☐ Custom Fabricated
Arm Support(s)	☐ Modular	☐ Custom Fabricated
Arm Support Options	☐ Modular	☐ Custom Fabricated
Arm Support Hardware	☐ Modular	☐ Custom Fabricated
Tray	☐ Modular	☐ Custom Fabricated
Tray Options	☐ Modular	☐ Custom Fabricated
Lateral Support(s)	☐ Modular	☐ Custom Fabricated
Lateral Support Options		☐ Custom Fabricated
Lateral Support Hardware		☐ Custom Fabricated
Foot/Leg Support(s)	☐ Modular	☐ Custom Fabricated
Foot/Leg Support Options	☐ Modular	☐ Custom Fabricated
Foot/Leg Support Hardware	☐ Modular	☐ Custom Fabricated

FOR ADP USE ONLY

Section 2d continued

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Reason for Application (check one)

- ☐ First access for Mobility Devices
- ☐ Another type of device required in addition to Previously ADP Funded Device(s)
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- ☐ Change in applicant's body size - previously ADP funded equipment is either too large or too small.
- ☐ Previously ADP funded equipment is worn out
- ☐ Special circumstances - none of the above **- attach letter of rationale.**

Confirmation of Applicant's Eligibility for a Positioning Devices – Seating (answer required for each statement)

1. Applicant requires the seating components to provide postural support and/or pressure relief during mobility. Applicant can maintain a functional posture during mobility with the seating components prescribed.	☐ Yes	☐ No	☐ N/A
2. Applicant requires the tray prescribed to provide postural support during mobility and/or to support an ADP approved communication aid required during mobility.	☐ Yes	☐ No	☐ N/A

Non ADP Funded Options Prescribed (Optional)

Set Up Instructions for Vendor (Optional)

☐ **Custom Modifications Required**

The authorizer must provide clinical rationale to support the request in the space below and attach a vendor quote that provides a breakdown of the cost of labour (not to exceed $40.00/hour) and parts.

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Section 3 – Applicant's Consent and Signature

Note: This section of the form may be signed only by the applicant or his or her agent

I consent to the Ministry of Health (the Ministry) collecting the information I provide on this form for the purpose of assessing and verifying my eligibility to receive benefits under the Ministry's Assistive Devices Program (the "Program"). In addition, I consent to the Ministry and the Workplace Safety and Insurance Board (WSIB) collecting, using and disclosing personal information about me, including the information on this form and information related to my entitlement to health care benefits under the *Workplace Safety and Insurance Act* ("WSIA"), for the purpose of assessing and verifying my eligibility to receive benefits under the Program and WSIA.

The Ministry and WSIB will limit the information that they exchange about me to only that information that is necessary for the purpose above.

The Ministry will only use and disclose my personal health information in accordance with the *Personal Health Information Protection Act*, 2004, and the Ministry's "Statement of Information Practices" which is accessible at: www.health.gov.on.ca**.** In addition, the WSIB will collect, use and disclose personal information about me from the Ministry for the purpose of administering and enforcing the WSIA.

I understand that if I choose to withhold or withdraw my consent to the collection, use and disclosure of this information by the Ministry or WSIB, I may be denied coverage under the Program.

For more information on the Ministry's Information Practices, or the collection, use or disclosure of the personal information on this form, call 1-800-268-6021/416-327-8804 or TTY: 416-327-4282 or write to the Program Manager, 5700 Yonge Street, 7th Floor, Toronto ON M2M 4K5.

I have read the Applicant Information Sheet, understand the rules of eligibility for ADP and am eligible for the equipment specified.

I certify that the information I have provided on this form is true, correct and complete to the best of my knowledge. I understand that this information is subject to audit.

Signature	☐ Applicant * ☐ Agent *	Date (yyyy/mm/dd)

If the above signature is not that of the applicant, specify relationship to applicant and fill out contact information

☐ Spouse ☐ Parent ☐ Legal Guardian ☐ Public Trustee ☐ Power of Attorney

Last Name

First Name	Middle Initial

Address

Unit Number	Street Number

Street Name

Lot/Concession/Rural Route

City/Town

Province	Postal Code
ON	

Home Telephone Number	Business Telephone Number ext.

This page must be completed and submitted

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Section 4 – Signatures

Authorizer's Signature

I hereby certify that I have personally assessed the applicant named on this form in person, I have confirmed his/her eligibility for funding assistance in accordance with all ADP funding guidelines, I have authorized the equipment described on this form based on a comprehensive clinical assessment, and have taken all safety and environmental concerns into consideration. I have advised the applicant or his/her agent that (i) he/she may purchase the ADP approved equipment from the ADP Registered Vendor of their choice, and have provided a list of ADP Registered Vendors in the applicant's community for their use or (ii) have informed the applicant or his/her agent about the policies and procedures of the ADP Central Equipment Pool for High Technology Wheelchairs (CEP).

Authorizer's Last Name	Authorizer's First Name
Business Telephone Number ext.	ADP Authorizer Registration Number
Authorizer's Signature	Assessment Date (yyyy/mm/dd)

Vendor/Vendor Representative Information

1. Vendor Business Name | ADP Vendor Registration Number

I hereby certify that the applicant has received or will receive the item(s) as authorized and the information provided is true and accurate.

Vendor Representative (Last Name, First Name)	Position Title
Vendor Location	Business Telephone Number ext.
Vendor Representative's Signature	Date Signed (yyyy/mm/dd)

2. Vendor Business Name | ADP Vendor Registration Number

I hereby certify that the applicant has received or will receive the item(s) as authorized and the information provided is true and accurate.

Vendor Representative (Last Name, First Name)	Position Title
Vendor Location	Business Telephone Number ext.
Vendor Representative's Signature	Date Signed (yyyy/mm/dd)

Equipment Specifications (Ambulation Aids Only)

Vendor Invoice Number	Vendor's ADP Registration Number	Base Device
ADP Device Code (Base Device)	Description of Item (Make & Model)	ADP Portion
Serial Number		Client Portion

Proof of Delivery

I confirm that I have received the mobility device described above and that I have received a fully itemized invoice from the vendor for the device described above. I understand that the vendor may bill me for the equipment if I do not meet the ADP's criteria for funding.

Signature	☐ Applicant ☐ Agent	Date of Delivery (yyyy/mm/dd)

This page must be completed and submitted

Applicant's Last Name	First Name	Health Number (10 digits)	Version

Pages and Attachments Being Submitted

Note to ADP Registered Authorizer:

1. **Complete this application form in full according to applicant's eligibility for ADP funding assistance and make a copy for your records.**
2. Check the following pages/sections of the application form and the attachments that are included with your submission:
   - ☐ Section 1 – Applicant's Biographical Information & Confirmation of Eligibility **(Section 1 must be completed and submitted)**
   - ☐ Section 2a – Ambulation Aids
   - ☐ Section 2b – Manual Wheelchairs
   - ☐ Section 2c – Power Bases and Power Scooters
   - ☐ Section 2d – Positioning Devices (Seating) for Mobility
   - ☐ Section 3 and Section 4 – Consent and Signatures **(Sections 3 and 4 must be completed and submitted)**
3. Attachments **(if required) Note: Other attachments will not be considered by the Assistive Devices Program**
   - ☐ Vendor Quote - Replacement of ADP funded equipment due to normal wear and tear
   - ☐ Vendor Quote - Custom Modifications to ADP Listed Device
   - ☐ Justification for Funding Chart - Dynamic Positioning Device (power tilt and/or recline and/or power elevating leg rests)
   - ☐ Letter of Rationale - Extenuating Circumstances Only
4. **Application form may be submitted to ADP once all signatures are obtained – applicant/agent, authorizer and vendor(s).**

This page must be completed and submitted

It is an offence punishable by fine and/or imprisonment to knowingly provide false information to obtain funding for a device.