Frequently Asked Questions
Pressure Modification Devices

Why is ADP making changes to the Application for Funding Pressure Modification Devices form?

The ADP is implementing a new information technology system to improve reliability and cost effectiveness in documenting client transactions, claims adjudication, and vendor payments. This new system will support the Government of Ontario’s Green IT Strategy, improve system security and information management, and improve stakeholder accessibility by decreasing time required for obtaining funding, increasing automation of claims processing and improving stakeholder and client satisfaction.

What changes are being made to the application process?

None. ADP will still require a fully completed application form to be submitted to the Program for funding requests for individuals requiring pressure modification devices?

What can I expect from the changes to service delivery?

Upon approval of a request for a garment, the maximum number for a two year period will be approved. Pre-approval of the maximum quantity will allow the vendor to invoice against the approved claim as additional garments are required, without submitting a new application form.

Example: the ADP client will not have to re-submit an application form for each subsequent garment. A new application form will have to be submitted only at the end of the replacement period (two years).

Details of the package will be provided in the updated Policy and Administration Manual for Pressure Modification Devices?

What changes are being made to the Application for Funding Pressure Modification Devices form?

The new Application for Funding Pressure Modification Devices form replaces the Equipment Supply Authorization (ESA) application form that is currently being used to submit requests for both hypertrophic scar management devices and lymphedema management devices.

The ADP requires the authorizer to confirm the client’s eligibility for ADP funding assistance and will not be required to provide the specific ADP device code or description of the device required; the description of each device is found on the form. The authorizer will indicate (check box format) the type of device required by the client.

Although the reference to device codes has been removed from the device selection part of the application form, the codes will continue to be used on invoices submitted for payment. The device codes and ADP prices are listed in the product manual.
When using the new application form for a client that requires additional set of lymphedema garments “due to wear”, do I need a new physician signature if they are within the 2 year replacement period?

No. There is no change in policy or business rules. The physician’s signature is only required if the client is accessing funding for the device for the first time or if there is a change in medical condition, change in prescription, and after the 2 year replacement period. The reason for the application and reason for replacement in Section 2 must be completed.

How do I complete a request for Reid Sleeves, custom or prefabricated?

Complete Section 2b of the application form and under compression sleeves select the type of device and placement to determine the side. The reason for the application and reason for replacement must also be completed in Section 2 of the application form. The custom or prefabricated product codes must be entered by the vendor on the invoice when submitted for payment.

Where can I obtain the new ADP application form for funding Pressure Modification Devices and the supporting documentation?

The form is available on the ADP website at:


The application forms will no longer be pre-numbered; a claim specific ADP number will be created when the application is data entered at the ADP.

How will the new Application for Pressure Modification Devices form impact me as an authorizer?

The ADP requires the authorizer to confirm the client’s eligibility for funding by completing the question in Section 2a or Section 2b of the application form. In order to streamline the process for both authorizer and the program, the authorizer is required to check the type of device needed by the client instead of providing the ADP device code/catalogue number and/or description of the device.

Note: more than one device type and device placement may be selected on the application form as required.

How will the new Application for Pressure Modification Devices form impact me as a vendor?

The ADP registered vendor will no longer see an approval amount on the application report status. ADP approvals will be for the type of device required. The report will list all the devices/procedures approved for the specific package and the pre-allocation of the maximum quantity until the end of the replacement period. The vendor is still required to use the ADP device codes/catalogue numbers on all invoices submitted for payment.

How does the “pre-allocation of maximum quantity” approach apply to existing clients?

The “pre-allocation of maximum quantity” approach will permit the pre-allocation of a maximum quantity of garments over the 2 year replacement period without the need to resubmit a new application for identical garments.
For clients who are currently receiving funding from ADP, a new application form must be completed and submitted to ADP in order to set the client up in the new system to access the “pre-allocation of maximum quantity” of garments. The pre-approval of maximum quantity will allow the vendor to invoice against the approved claim as additional identical garments are required without submitting a new claim.

If a style of garment is changed (e.g. long sleeve vest to short sleeve vest) will a new application form need to be completed within the 2 year replacement period?

Yes. A new application form must be submitted to set up the client in the new system to access the “pre-allocation of maximum quantity of garments” for the 2 year replacement period so that the vendor will be able to invoice against identical garments so long as there is no change in prescription or medical condition.

How will the vendor be informed of the ADP application number as there is no pre-assigned number on the new application form?

Once the ADP receives the completed application form and is data entered, the system will assign a claim number. You will be notified of the claim number by Kingston Financial Management Branch (FMB) on your Invoice Status Application Report.

Why is the date format “day/month/year” changed to “year/month/day”?

The format has been changed to year/month/day to meet current standards.

Does the new application form have to be filled out and boxes checked off on the website or can I complete the form by hand before printing?

The new application form can be completed on the web site and, boxes checked off and printed. However, the application has to be mailed to Assistive Devices Program (ADP) with original signatures from prescriber, authorizer, vendor and the client.

The vendor may choose to download the new application form from the website and complete it by hand. Multiple copies of the application form may be printed double or single sided by the vendor prior to mailing it to ADP for submission.

When do these changes come into effect?

The new application form must be used for all applications that have been signed by an authorizer on or after May 14, 2011.

Can I continue to use and submit the old application forms?

The old application forms signed by an authorizer on or before May 13, 2011 may still be submitted but must be received by the ADP no later than June 30, 2011.