HEALTH CARE AUTHORITY

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Date:	November 15, 2026	DDSD-DDW Memo 2026-20
To:	All Developmental Disabilities Waiver (DDW) Providers	
From:	Moses Martinez - Therapy Coordinator-Supervisor, Developmental Disabilities Supports Division (DDSD), Clinical Services Bureau	
Subject:	Therapy Assessment for Environmental Modification Services – *Clarification*	

This memo provides clarification regarding Environmental Modification assessments.

Environmental Modification assessments are completed by a Physical Therapist (PT) and/or an Occupational Therapist (OT) who is a member of the individual's Interdisciplinary Team (IDT). The therapist on the individual's team will assess the person's home environment and make recommendations for the requested environmental modifications based on the person's functional needs, health, and safety requirements.

For those under the age of 21: Please contact the Primary Care Provider (PCP) to request a referral for a PT and/or OT assessment through Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) services. ***If EPSDT services are not available:***

For those aged 18-20: (1) Access the Secondary Freedom of Choice (SFOC) for a DDW therapist and (2) Submit a DDSD Exception Authorization Review Form to the regional office for approval for therapy services.

For those under the age of 18: Submit a Regional Office Request for Assistance (RORA) using the RORA Electronic Submission Form http://www.hca.nm.gov/developmental-disabilities-supports-division/. Indicate the need for a therapist through Safety Net Services. The assigned PT or OT Statewide Consultant will assess the person's home environment and make recommendations.

For those over the age of 21: If a PT and/or OT needs to be added to the person's team, please access the SFOC and follow current budget revision procedures for a targeted evaluation/assessment. If no provider agency is available, submit a RORA as described above.

Please share this information with your teams and incorporate it moving forward.

If you have questions regarding required assessments for Environmental Modification Services or the RORA process, please contact Moses Martinez, Therapy Coordinator-Supervisor, 505-527-3611 or via email at Moses.martinez3@hca.nm.gov, Clinical Services Bureau.