**DOR Update to BAC CAL-ATSD Task Force Recommendations** 5/5/2022

**DOR Deliverables for BAC Recommendation 1**: **Clarification to Vendor Application**

* Modify the Evaluation Services Disclosure portion of the application to require identification of the possible evaluator’s connections or relationships with other vendor/suppliers of such a kind that it would be reasonable to believe that the relationship might influence the evaluator’s ability to remain impartial or result in a financial benefit from the recommendation of a product.
  + Include a statement directing applicants to review the Department of Rehabilitation Staff Guidelines for Procuring Assistive Technologies Goods and Services which includes DOR’s guidelines to avoid potential financial conflict of interest.
    - Status: Completed February 2022
  + Change the name of this document to Department of Rehabilitation Guidelines for Procuring Assistive Technologies Goods and Services.
    - Status: Completed

**DOR Deliverables for BAC Recommendation 2**: **Annual Vendor Information Update**

* DOR will add explicit language to the application and the Cal-ATSD Website requiring vendors to immediately notify DOR when any of their information changes.
  + Status: Completed in February 2022
* DOR agrees to a one-time vendor information update to occur once the Evaluation Services Disclosure portion of the application has been updated.
  + Status: Evaluation Services Disclosure portion of the application was updated in February 2022.
  + Notification was sent to vendors in April with a request that they send their information to DOR by May 31, 2022.

* DOR agrees to send out an annual reminder to all vendors reminding them to verify their information is up to date on the Cal-ATSD website.
  + Status: This process will begin in 2023 as DOR is completing a one-time vendor information update in 2022.

**DOR Deliverables for BAC Recommendation 3:** **Documents to Post to DOR Website**

* DOR agrees to review and finalize the DOR Requirements for Assistive Technology Evaluations document after receiving input from the BAC.
  + Status: Will be completed once input is received from the BAC on the DOR Requirements for Assistive Technology Evaluations document
* DOR agrees to post the Department of Rehabilitation Guidelines for Procuring Assistive Technologies Goods and Services, which includes DOR’s guidelines to avoid potential financial conflict of interest, to the Cal-ATSD website by the end of November 2021.
  + Status: Completed and posted to the Cal-ATSD website December 1, 2021

**DOR Deliverables for BAC Recommendation 4:** **BFS Counselor Training**

* BFS Counselors and other staff who issue authorizations will be trained and well informed of DOR’s Guidelines for Procuring Assistive Technologies Goods and Services.
  + Status: Completed. Training held March 15
* DOR agrees to provide training on products and types of services available to all appropriate BFS staff involved in the process of procuring assistive technologies goods and services. These trainings will be provided on an ongoing basis starting this state fiscal year**.**
  + Status:BFS will be scheduling a series of training to be completed by June 30, 2022

**DOR Deliverables for BAC Recommendation 5: Quarterly Update to BFS Counselors**

* DOR agrees to update the Cal-ATSD website, as discussed in the response to Recommendation 1 above, which will provide the requested information regarding potential connections or relationships of the evaluator with other vendor or suppliers to staff through the website.
  + Status: Completed in February 2022

**DOR Deliverables for BAC Recommendation 6: Annual Report**

* DOR will provide an update on substantiated complaints at a scheduled BAC meeting annually.
  + Status: Ongoing item. DOR to provide update annually at BAC’s request.

**DOR Deliverables for BAC Recommendation 7: Guidelines Workgroup**

* DOR agrees with and welcomes recommendations from the BAC as appropriate.
  + Status: DOR will review recommendations provided by the BAC when received.

**DOR Deliverables for BAC Recommendation 8: Workgroup to Standardize Assessments of BFS Consumers**

* DOR agrees with and welcomes recommendations from the BAC regarding the DOR Requirements for Assistive Technology Evaluations document.
  + Status: DOR will review recommendations provided by the BAC once input is received regarding the DOR Requirements for Assistive Technology Evaluations document.