

Newmeadow ABA Insurance Services Checklist

This list will help guide you in the process of securing ABA therapy services for your child in your home and community.

- An intake packet will be available for download on our website for you to complete and return:
 - Please include any previous reports and/or assessments your child has received in regard to the diagnosis of autism spectrum disorder.
 - If your child receives a special education school-based educational program, please include any information from their school program.
 - Please include the completed script from your child's doctor or developmental pediatrician for ABA therapy.
- Once we receive your completed packet and script, we will begin the process of validating your insurance coverage and eligibility
- Within 5 business days, one of our Licensed, Board Certified Behavior Analysts will call you to review your intake packet and ask some questions about your child's strengths and needs and explain a little more about ABA services in your home.
- Our BCBA will schedule an initial visit with you and your child at your location or if you prefer, at our center.
 - This initial visit will include an assessment to determine your child's current level of functioning in the areas of cognition, social and play skills, communication, skills of daily living and behavior.
 - The report will also contain a recommendation for hours of service, anywhere from five hours to 20 hours per week of ABA therapy services may be requested.
- Within 10 business days, you will receive a copy of your child's assessment report and depending on insurance coverage, we may be required to send it to your insurance company and your child's doctor.
- Within 20 business days, we will know if we have approval for ABA therapy services to begin. Once approved, we will work on assigning a behavior technician (BT) to your case.
- Once assigned, the BT will call you to arrange session visits that work with you and your child's schedule.
 - While it is most beneficial for these services to occur in your home/community, we understand that is not always possible. If your child attends an aftercare program, it can be arranged for services to take place there.
- At the conclusion of each session with your BT, he/she will share progress information and answer any questions you may have. You will also sign a form verifying services each time the BT provides a session.
- Each month, one of our Licensed, Board Certified Behavior Analysts will visit the location where sessions occur to provide guidance and support to your BT, to analyze data and verify progress and to review the treatment plans as goals are achieved.
- Depending on your insurance company, follow-up assessments will typically occur at six and 12-months for continued approval for services.

If you need any additional guidance you may contact our office at 518-899-9235.