



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

201 W. Preston Street • Baltimore, Maryland 21201

Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor – Joshua M. Sharfstein, M.D., Secretary

October 3, 2013

To: **Agency and Independent Attendant Care Providers in the Living at Home Waiver Program**
Agency and Independent Personal Care Providers in the Older Adults Waiver Program

From: **John S. Wilson, Project Manager**
In-home Supports Assurance System (ISAS) 

Re: **OTP Devices**

Previously, the Department has given guidance that OTP devices may be used *optionally* by participants when services and supports are provided outside the home. Unfortunately this is not 100% accurate. While OTP devices still may be used outside the home (as long as the device travels with the participant), once a device is issued to a participant it is *mandatory* that providers use it for **every** clock in and clock out. This **includes** when the call is made from the number associated with the participant's plan of care.

We apologize for the confusion.

If you have any questions regarding the above, please contact John Wilson at john.wilson@maryland.gov or 410-767-1719.