

# **Steps to Secure Vista ABA Services**

# **Category I**

# I have a written order with IBHS-ABA and another provider is filling hours at this time

\*If BHRS services, will need updated written order

**STEP 1:** Parent/caregiver requests transfer from current Provider.

**STEP 2:** Current provider completes transfer form.

**STEP 3:** If Vista can support request, Vista adopts current ITP from previous provider and initiates services.

# Category II

#### I have a written order with IBHS-ABA

**STEP 1:** Prescriber can fax or parent can take/mail written order and provider choice form to choice provider when ready (for Vista, send information with attention to ABA Services)

**STEP 2:** If Vista can support request, assessment period can begin (30 days) followed by written ITP (Individualized treatment plan), ITP meeting, Packet submission and approval. Services begin.

# **Category III**

### I have a written order that needs updated

**STEP 1:** Qualified prescriber UPDATES written order (written order good for 12 months) for services AND Provider choice form \*In the event of acute need, the written order can indicate immediately-services can be provided through assessment period.

**STEP 2:** Prescriber can fax or parent can take/mail written order and provider choice form to choice provider when ready (for Vista, send information with attention to ABA Services)

**STEP 3:** If Vista can support request, assessment period can begin (30 days) followed by written ITP (Individualized treatment plan), ITP meeting, Packet submission and approval. Services begin.

# **Category IV**

#### I do NOT have a written order

**STEP 1:** Qualified prescriber COMPLETES written order (written order good for 12 months) for services AND Provider choice form \*In the event of acute need, the written order can indicate immediately-services can be provided through assessment period.

**STEP 2:** Prescriber can fax or parent can take/mail written order and provider choice form to choice provider when ready (for Vista, send information with attention to ABA Services)

**STEP 3:** If Vista can support request, assessment period can begin (30 days) followed by written ITP (Individualized treatment plan), ITP meeting, Packet submission and approval. Services begin.

For additional information, contact abaservices-info@vistaautismservices.org.

