

SCHOOL-BASED MEDICAID

DURABLE MEDICAL EQUIPMENT

PROCESS

* School districts or charter schools can request medical equipment and supplies if the piece of equipment is too big to transport from home to school or school to home. (Refer to IDAPA 16.03.09.853.03.c)

1. School district or charter school should obtain/complete the following:
 - a. DME Request Form (Found at www.dme.idaho.gov, under “forms”)
 - b. Physician’s Order from the student’s primary care physician ordering the specific medical equipment needed
 - c. Letter to support medical necessity
 - d. Invoice or manufactured suggested retail price (MSRP) for the piece of equipment.
2. Send the above information to: : ***Idaho Medicaid Medical Care Unit*** Fax: (877) 314-8782 or by Mail to PO Box 83720, Boise, ID 83720-0036
3. Durable Medical Equipment has a 48 hour turn around for responses.
 - a. These approvals or denials will be found on the provider portal (Molina) under the school’s provider number.
 - b. If you have not received a response in the provider portal after 72 hours of submission please contact Durable Medical Equipment to assure that the information has been received at: **(866) 205-7403**