# TABLE OF CONTENTS

## INTRODUCTION

Assistive Technology (AT) Mission ........................................ 3
AT Team Contact Information ........................................... 5
VISN 6 Contact Information ............................................... 6

## SECTION 1
INFORMATION ABOUT AT PROGRAM

Description of Services ..................................................... 11
Who is Eligible for the Program ........................................ 12
Commonly Asked Questions ............................................... 13

## SECTION 2
ADDITIONAL INFORMATION

Patient’s Rights ................................................................. 17
Patient’s Responsibilities .................................................. 20
How to Address Concerns or Questions .............................. 21

Note: Large Print available upon request
ASSISTIVE TECHNOLOGY MISSION

Mission:

- To enhance the ability of Veterans and Active Duty Members with disabilities to fulfill life goals through the coordination and provision of appropriate interdisciplinary assistive technology services.

- To serve as an expert resource to support the application of assistive technology within the VA health care system.

CORE VALUES:

1. **Integrity**: We practice open, truthful, and timely communication with veterans, employees, and external stakeholders. By carefully listening and responding to their concerns, we seek continuous improvement in our programs and services. Through our words and actions, we earn the complete trust of our patients and their families, our community and our coworkers.

2. **Professionalism**: Our success depends on maintaining a highly-skilled, diverse, and compassionate workforce. We
foster a culture that values equal opportunity, innovation, and accountability.

3. **Stewardship**: We will ensure responsible stewardship of the human, financial, and natural resources as well as data and information entrusted to us. We will improve performance through the use of innovative technologies, evidence-based medical practices, and sound business principles.

4. **Excellence**: We strive to exceed the expectations of veterans and their families. We strive to perform at the highest level of competence and take pride in our accomplishments. We strive to perform in the best possible manner with the least waste of time.

5. **Teamwork**: We strive to achieve our mission and goals by working together. Through the collective and coordinated efforts of our staff, we apply our diverse talents, backgrounds, ideas and experiences to create solutions and benefit veterans, employees and external stakeholders.
# ASSISTIVE TECHNOLOGY TEAM

<table>
<thead>
<tr>
<th>AT Team Member</th>
<th>Title</th>
<th>Phone Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>Melissa Oliver</td>
<td>Program Coordinator</td>
<td>x 2134</td>
</tr>
<tr>
<td></td>
<td>Occupational Therapist</td>
<td></td>
</tr>
<tr>
<td>Brian Burkhardt</td>
<td>Clinical Rehab Engineer</td>
<td>x 2176</td>
</tr>
<tr>
<td>Ben Salatin</td>
<td>Clinical Rehab Technician</td>
<td>x 4897</td>
</tr>
<tr>
<td>Mandy Freeman</td>
<td>Occupational Therapist</td>
<td>x 3607</td>
</tr>
<tr>
<td>Alicia Sullivan</td>
<td>Occupational Therapist</td>
<td>x 2964</td>
</tr>
<tr>
<td>Kimberly Powell</td>
<td>Occupational Therapist</td>
<td>X4221</td>
</tr>
<tr>
<td>John Moosa</td>
<td>Mobility Director</td>
<td>x 3585</td>
</tr>
<tr>
<td></td>
<td>Occupational Therapist</td>
<td></td>
</tr>
<tr>
<td>Katina Sokol</td>
<td>Speech Therapist</td>
<td>x 2463</td>
</tr>
<tr>
<td>Stacy Gross</td>
<td>Speech Therapist</td>
<td>x 3231</td>
</tr>
<tr>
<td>Nicole Shuman</td>
<td>Recreational Therapist</td>
<td>x 6433</td>
</tr>
<tr>
<td>Erin Brandon</td>
<td>Physical Therapist</td>
<td>x 7071</td>
</tr>
<tr>
<td></td>
<td>Other: _______________</td>
<td>x______</td>
</tr>
<tr>
<td></td>
<td>Other: _______________</td>
<td>x______</td>
</tr>
</tbody>
</table>
# McGuire VA Medical Center

## Frequently Called Numbers:

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main hospital</td>
<td>804-675-5000</td>
</tr>
<tr>
<td>Green Clinic</td>
<td>x5536</td>
</tr>
<tr>
<td>Yellow Clinic</td>
<td>x5542</td>
</tr>
<tr>
<td>Red Clinic</td>
<td>x5543</td>
</tr>
<tr>
<td>Orange Clinic</td>
<td>x5680</td>
</tr>
<tr>
<td>Blue Clinic</td>
<td>x5680</td>
</tr>
<tr>
<td>Drug Rehab Clinic</td>
<td>x5410</td>
</tr>
<tr>
<td>Mental Hygiene Clinic</td>
<td>x5411</td>
</tr>
<tr>
<td>PTSD Clinic</td>
<td>x3495</td>
</tr>
<tr>
<td>Rehabilitation Clinic</td>
<td>x5330 or x5331</td>
</tr>
<tr>
<td>Audiology</td>
<td>x5254</td>
</tr>
<tr>
<td>Blood Lab</td>
<td>x4883</td>
</tr>
<tr>
<td>Compensation &amp; Pension</td>
<td>x4665</td>
</tr>
<tr>
<td>Fisher House</td>
<td>x6601</td>
</tr>
<tr>
<td>Health Benefits</td>
<td>x5611</td>
</tr>
<tr>
<td>Home Based Primary Care</td>
<td>x6766</td>
</tr>
<tr>
<td>Medical Specialty Clinics</td>
<td>x5602</td>
</tr>
<tr>
<td>Oxygen</td>
<td>x4352</td>
</tr>
<tr>
<td>PADRECC (Parkinsons)</td>
<td>x5931</td>
</tr>
<tr>
<td>Patient Representatives</td>
<td>x5246, x5545</td>
</tr>
<tr>
<td>Police</td>
<td>x5134, x5278</td>
</tr>
<tr>
<td>Prosthetics</td>
<td>x5121</td>
</tr>
<tr>
<td>Pulmonary Sleep Lab</td>
<td>x6738</td>
</tr>
<tr>
<td>Supplies</td>
<td>x5724</td>
</tr>
<tr>
<td>Surgical Clinics</td>
<td>x5752</td>
</tr>
<tr>
<td>VISOR</td>
<td>X2231</td>
</tr>
</tbody>
</table>
VISN 6 FACILITIES

NOTE: Community Based Outpatient Center (CBOC)

1. Asheville VAMC, NC
   1100 Tunnel Rd
   Asheville, NC 28805
   Phone: 828.298.7911
   Franklin CBOC
   647 Wayah St.
   Franklin, NC 28734-3390
   Phone: 828.369.1781
   Rutherford County CBOC
   374 Charlotte Rd
   Rutherfordton, NC 28139
   Phone: 828.288.2780

2. Beckley VAMC, WV
   200 Veterans Avenue
   Beckley, WV 25801
   Phone: 304.255.2121
   Greenbrier County CBOC
   804 Industrial Park Rd
   Maxwelton, WV 24957
   Phone: 304.497.3900

3. Durham VAMC, NC
   508 Fulton St
   Durham, NC 27705
   Phone: 919.286.0411
   Hillandale CBOC
   1824 Hillandale Rd
   Durham, NC 27705
   Phone: 919.383.6107
   Raleigh CBOC
   3305 Sungate Blvd
   Raleigh, NC 27610
   Phone: 919.212.0129
   Greenville CBOC
   800 Moye Blvd
   Greenville, NC 27858
   Phone: 252.830.2149
   Morehead City CBOC
   5420 U.S. 70
   Morehead City, NC 28557
   Phone: 252.240.2349
Dialysis Clinic, Brier Creek
8081 Arco Corporate Drive, Suite 130
Raleigh, NC 27617
Phone: 919.286.5220

Blind Rehab Clinic, Brier Creek
8081 Arco Corporate Drive
Raleigh, NC 27617
Phone: 919.286.5235

4. Fayetteville VAMC, NC
2300 Ramsey St
Fayetteville, NC 28301
Phone: 910.488.2120

Hamlet CBOC
100 Jefferson St
Hamlet, NC 28345
Phone: 910.582.3536

Jacksonville CBOC
241 Freedom Way, Suite 1
Midway Park, NC 28544
Phone: 910.353.6406

Robeson County CBOC
139 Three Hunts Drive
Suite 102
Pembroke, NC 28372
Phone: 910.272.3220

Wilmington CBOC
736 Medical Center Drive,
Wilmington, NC 28401
Phone: 910.763.5979
Future address:
1705 Gardner Rd
Wilmington, NC 28405

Village Green Annex
1991 Fordham Drive
Fayetteville, NC 28304
Phone: 910.822.7998

Dialysis Center/C&P
2301 Robeson St
Fayetteville, NC 28305
Phone: 910.483.9727

5. Hampton VAMC
100 Emancipation Dr
Hampton, VA 23667
Phone: 757.722.9961

Virginia Beach CBOC
244 Clearfield Ave
Virginia Beach, VA 23462

Albemarle CBOC
1845 W City Drive
Elizabeth City, NC
Phone: 252.331.2191
6. **Richmond VAMC**  
Hunter Holmes McGuire VAMC  
1201 Broad Rock Blvd  
Richmond, VA 23249  
Phone: 804.675.5000

**Emporia CBOC**  
1746 East Atlantic St  
Emporia, VA 23847  
Phone: 434.348.1055

**Fredericksburg CBOC**  
Townsend Office Park  
1965 Jefferson Davis Hwy  
Fredericksburg, VA 22401

**Charlottesville CBOC**  
650 Peter Jefferson Pkwy, Suite 160  
Charlottesville, VA 22911  
Phone: 434.293.3890

7. **Salem VAMC**  
1970 Roanoke Blvd  
Salem, VA 24153  
Phone: 540.982.2463

**Danville CBOC**  
705 Piney Forest Rd  
Danville, VA 24540  
Phone: 434.710.4210

**Lynchburg CBOC**  
1600 Lakeside Drive  
Lynchburg, VA 24501  
Phone: 434.316.5000

**Staunton CBOC**  
102 Business Way  
Staunton, VA 24401  
Phone: 540.886.5777

**Tazewell CBOC**  
123 Ben Bolt Ave  
PO Box 645  
Tazewell, VA 24651  
Phone: 276.988.2526

**Wytheville CBOC**  
165 Peppers Ferry Rd  
Wytheville, VA 24382  
Phone: 276.223.5400
8. **Salisbury VAMC**  
W.G. "Bill" Hefner VAMC  
1601 Brenner Ave  
Salisbury, NC 28144  
Phone: 704.638.9000

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
</table>
| **Charlotte CBOC**| 8601 University East Dr  
Charlotte, NC 28213  
Phone: 704.597.3500 |             |
| **Winston-Salem CBOC**| 190 Kimel Park Drive  
Winston-Salem, NC 27103  
Phone: 336.761.5300 |             |

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
</table>
| **Hickory CBOC**  | 2440 Century Place SE  
Hickory, NC 28602  
Phone: 828.431.5600 |             |
| **Winston-Salem Clinic**| Marketplace Mall  
2101 Peters Creek Pwy  
Winston-Salem, NC 27127  
Phone: 336.761.5300 |             |

9. **VISN 6 Office**  
VA Mid-Atlantic Health Care Network (VISN6)  
300 W. Morgan St. Suite 700  
Durham, NC 27701  
Phone: 919.956.5541
Description of Assistive Technology Services

The Assistive Technology Program of the Physical Medicine & Rehabilitation Service is responsible for evaluation, development and implementation of appropriate assistive technology services, strategies, devices and/or practices to improve the functional challenges faced by service members and veterans in their daily life roles in various environments.

Administers and interprets assistive technology evaluation in the following areas of assistive technology:

- Powered Mobility & Seating
- Augmentative and Alternative Communication (AAC) Devices
- Adaptive Driving Vehicles
- Specialized Computer Access
- Electronic Cognitive Devices
- Electronic Aids to Daily Living
- Adaptive Sports
- Learning Technologies

Adapts and modifies treatment plans, activities and procedures to meet the needs of the patients. Elicits patient participation in implementing assistive technology objectives in restoring or maintaining patient performance. Determines need for appropriate assistive/adaptive devices/equipment and training. Educates patient and family/caregiver in the proper application/installation/use for a specific device(s).
The Assistive Technology Program has staff that provides services in
the primary areas of polytrauma, spinal cord injury, mental health, acute
care, outpatient, and community living centers.

The Assistive Technology Program provides these services in the
Polytrauma Transitional Rehabilitation Center AT clinic and AT Computer
clinic; the PM&RS Inpatient AT clinic; the Mental Health AT clinic; the
Community Living Center AT lab and the KT Driving Rehabilitation. In
addition, the AT program utilizes the patient open wireless access which is
throughout the hospital.

Eligibility of Assistive Technology Services...

Individuals meet the following criteria:

- Veteran or Active Duty Service Member
- At least 18 years of age,
- Medically stable,
- Have impairments that restrict ability to participate in
  functioning in areas such as basic daily living tasks,
  independent living, employment, school, cognition, and/or
  psychosocial adjustment, and
- Willing to participate in the AT program.

TRANSITIONAL CRITERIA:

Criteria for transition of AT services includes:

- Transition level of care: intensity (frequency and duration) of
treatment increases or decreases
- Transition from location: location of services changes.
DISCHARGE CRITERIA:

Determination by the treating AT clinician that any of the following have occurred, indicates that the AT Program should consider discharge from the AT Program when a patient:

- Has met documented rehabilitation goals,
- Becomes unwilling to participate in the program,
- Reaches a plateau in progress toward long term goal achievement,
- Becomes medically unstable.

HOURS OF OPERATION:

Monday-Friday 7:00am-4:30pm
Commonly Asked Questions

1. What is AT?

AT stands for Assistive Technology which is a generic term that includes assistive, adaptive, and rehabilitative devices for people with disabilities, injuries or illness. This includes the process that is used in selecting, locating and using them.

2. Why am I here?

Your physician made a referral to the Assistive Technology (AT) Program. We are here in order to assist you in becoming as independent by using different types of assistive technology.

3. Will or Can I get an iPAD?

This will be determined after being evaluated by a member of the AT Team. We will make a determination on the most appropriate device that will meet your goals/needs so that may or may not be an iPAD.

4. Does it matter if I am service connected or not?

Most of the time it does not matter if you are service connected or not when it comes to AT devices. However, if you need any driving adaptations then service connection does matter. For further details, contact Kinesotherapy (KT) Driving Rehab at x5392.

5. Does the AT Program install devices outside of the hospital?

No, AT does not do home installations of AT equipment. The AT Program makes final recommendations, submits consults to prosthetics and then prosthetics obtains quotes for the installations from third party vendors in your local area to complete the installations.
6. Does this device cost me anything?

The AT devices does not cost you any money. However, you may be responsible for utility expenses (i.e. if a smartphone is purchased then the veteran is responsible for the phone service or if a printer is purchased, the veteran is responsible for the replacement ink cartridges).

7. When will I receive my device?

Once your AT evaluation and training are completed, the AT Clinician will put in a consult to Prosthetics. Then, Prosthetics has 7 days to complete the purchase order for the recommended device. The devices’ arrival date will vary depending on the manufacturer or vendor. The AT clinician will contact you as soon as the device arrives to set up a follow up appointment to issue and train you on the device.

Note: Powered mobility, adaptive sports equipment, environmental control units and adaptive driving equipment will vary on their delivery dates. Contact your treating AT clinician for details

8. What if my device is outdated?

Replacement devices are only recommended when there is a clear clinical justification that the current AT device does not meet your needs.

9. What if my device breaks or needs maintenance/repairs?

If your AT device breaks, contact Prosthetics (804-675-5000 x5121) and let them know so that they can either replace the item or have someone repair the AT device. See Adaptive Sports Education Sheet about maintenance and repairs for wheeled sports.

10. What if my device gets lost? Or Stolen?

If your AT device is lost, notify the AT clinician that issued you the device and they will put in a new consult to prosthetics for a one time replacement.
If your AT device is stolen, put in a police report. Once you have a copy of the police report, turn that into the AT clinician that issued you the device and they will put in a new consult to prosthetics to replace it.

11. What if I have questions after I am discharged from the AT Program?

Always contact the AT clinician you were working with or the AT Program Coordinator, Melissa Oliver, OTR/L (804-675-5000 x2134) so that we may be able to assist you with your questions.

12. Do I have to come back to receive my device?

Yes, the AT Program provides hands on education and training with the AT devices; therefore, normally you will come back to the AT program to receive your device in order to be trained. The AT clinician can also answer any questions you might have.

FOR FURTHER INFORMATION, PLEASE CONTACT THE AT PROGRAM at 804-675-5000 x2134
Veterans Health Administration (VHA) employees will respect and support your rights as a patient. We are pleased you have selected us to provide your health care. We plan to make your visit or stay as pleasant for you as possible. Your basic rights and responsibilities are outlined in this document. Please talk with VA treatment team members or a patient advocate if you have any questions or would like more information about your rights.

I. **Respect and Nondiscrimination**

- You will be treated with dignity, compassion and respect as an individual. Your privacy will be protected. You will receive care in a safe environment. We will seek to honor your personal and religious values.

- You or someone you choose has the right to keep and spend your own money. You have the right to receive an accounting of VA held funds.

- Treatment will respect your personal freedoms. In rare cases, the use of medication and physical restraints may be used if all other efforts to keep you or others free from harm have not worked.

- As an inpatient or long-term care resident, you may wear your own clothes and keep personal items. This depends on your medical condition.

- As an inpatient or long-term care resident, you have the right to social interaction and regular exercise. You will have the opportunity for religious worship and spiritual support. You may decide whether or not to participate in these activities. You may decide whether or not to perform tasks in or for the Medical Center.

- As an inpatient or long-term care resident, you have the right to communicate freely and privately. You may have or refuse visitors. You will have access to public telephones. You may participate in civic rights.
• As a long-term care resident, you can organize and take part in resident groups in the facility. Your family also can meet with the families of other residents.

• In order to provide a safe treatment environment for all patients and staff, you are asked to respect other patients and staff and to follow the facility’s rules. Avoid unsafe acts that place others at risk for accidents or injuries. Please immediately report any condition you believe to be unsafe.

II. Information Disclosure and Confidentiality

• You will be given information about the health benefits that you can receive. The information will be provided in a way you can understand.

• You will receive information about the costs of your care, if any, before you are treated. You are responsible for paying for your portion of the costs associated with your care.

• Your medical record will be kept confidential. Information about you will not be released without your consent unless authorized by law (i.e., State public health reporting). You have the right to information in your medical record and may request a copy of your records. This will be provided except in rare situations where your VA physician feels the information will be harmful to you. In that situation, you have the right to have this discussed with you by your VA provider.

• You will be informed of all outcomes of care, including any injuries caused by your medical care. You will be informed about how to request compensation for injuries.

III. Participation in Treatment Decisions

• You, and any persons you choose, will be involved in decisions about your care. You will be given information you can understand about the benefits and risks of treatment. You will be given other options. You can agree to or refuse treatment. Refusing treatment will not affect your rights to future care but you have the responsibility to understand the possible results to your health. If you believe you cannot follow the treatment plan, you have a responsibility to notify your treatment team.

• As an inpatient or long-term care resident, you will be provided any transportation necessary for your treatment plan.

• You will be given, in writing, the name and professional title of the provider in charge of your care. As a partner in the health care process, you have the right to be involved in choosing your provider. You will be educated about your role and responsibilities as a patient. This includes your participation in decision-making and care at the end of life.
• Tell your provider about your current condition, medicines (including over the counter and herbals) and medical history. Also, share any other information that affects your health. You should ask questions when you don’t understand something about your care. This will help in providing you the best care possible.

• You have the right to have your pain assessed and to receive treatment to manage your pain. You and your treatment team will develop a pain management plan together. You are expected to help the treatment team by telling them if you have pain and if the treatment is working.

• You have the right to choose whether or not you will participate in any research project. Any research will be clearly identified. Potential risks of the research will be identified and there will be no pressure on you to participate.

• You will be included in resolving any ethical issues about your care. You may consult with the Medical Center’s Ethics Committee and/or other staff knowledgeable about health care ethics.

• If you or the Medical Center believes that you have been neglected, abused or exploited, you will receive help.

IV. Complaints

• You are encouraged and expected to seek help from your treatment team and/or a patient advocate if you have problems or complaints. You will be given understandable information about the complaint process available to you. You may complain verbally or in writing, without fear of retaliation.
PATIENT RESPONSIBILITIES

Your compliance with the following list of patient responsibilities is necessary to assure that you receive the highest quality of care. It also shows the importance of your contribution to your care.

You are responsible for:

1. Following all of the Medical Center's safety rules and posted signs.
2. Being considerate and respectful to all medical center staff and other patients.
3. Cooperating with your treatment team. If you have any questions or disagree with your treatment plan, you are responsible for discussing it with your treatment team.
4. Trying to prevent any injury to yourself, other patients, visitors and staff members by your own actions and to be responsible for the safekeeping of clothing, money, and personal possessions you choose to keep with you while you are in this facility.
5. Keeping all of your scheduled diagnostic or treatment appointments on time.
6. Avoiding interference with the treatment plan of other patients, particularly in emergency situations.
7. Assisting staff by alerting them when another patient is having any difficulty.
8. Telling your visitors to be considerate of other patients and medical center staff.
9. Being understanding and patient if you encounter delays.
How to Address Concerns or Questions

Grievance Process

Person Has A Grievance

Communicates To Staff

Formal (Written)

Informal (Verbal)

Forwards Grievance To PA

Forwards Grievance To PM&R Dir

Forwards Grievance To PD/Recorded

Grievance Researched

Appropriate Response/Reply Formulated

Person Informed Of Findings

Response Analyzed/Reviewed By Staff

Appropriate Changes In Behavior/Processes Considered/Implemented

1. Written formal grievance will receive a written formal response within 2 weeks.
2. If no response ready, at 2 weeks person will be informed of delay and given an estimated time for response.
3. Reference: 117-101
4. There will be no retaliation when filing a grievance.