

Employer Supplies: Pre-Approved Items

Pre-approved items for T2025US to purchase using fund balance:

- Laptop, desktop (one during life of the waiver), or tablet
- Laptop bag
- Laptop computer protection
- Printer, scanner, fax machine
- Ink cartridges
- Paper
- Internet service through annual plan
- Electronic health record system
- Locking file cabinet
- Computer applications: Microsoft Office Suite, Microsoft Word, Adobe Suite, QuickBooks, or other accounting software
- Software protection (i.e., antivirus)
- Pens, pencils, highlighters
- File folders, tabs, labels, binders, sheet protectors
- Paper clips, post-it notes, stapler, staples, claw remover
- Tape dispenser, tape
- Pencil sharpener
- Dry erase board, markers, eraser, cleaner
- Calendars
- First aid kit, personal protective equipment, hand sanitizer

Employee-related costs:

- Training costs – Training requirements are based on member/recipient needs (e.g., seizure training, diabetic care, and nutritional support via a G-tube). Some examples are: Alternatives to Restraint or NCI Plus training/instructor, CPR/first aid training/instructor, bloodborne pathogens training/instructor, and medication administration training/instructor. This list is not exhaustive. Additional training(s) may be necessary.
- Instructor supplies/materials for training staff
- Applicant background checks
- Hepatitis B vaccines
- TB tests
- Job posting advertisements
- Covid tests
- Thermometers

Please note: EORs can request items or services that are not on this list by submitting a service authorization request (SAR) to Vaya's Utilization Management Department for clinical review.