

WSC ADVISORY #2022-010
FISCAL YEAR 2022-2023 PLANS AND SERVICE AUTHORIZATIONS

ACTION REQUIRED

Fiscal Year (FY) 2022-2023 plans have been created and approved in APD iConnect for most APD clients.

It is critical for Waiver Support Coordinators (WSCs) and Consumer Directed Care Plus (CDC+) Consultants to log in to APD iConnect and review FY 2022-2023 plans for all clients on their caseload so that providers receive service authorizations by June 1, 2022. When reviewing a customer's FY 2022-2023 plan, please check for the following:

- Check all services on the FY 2022-2023 plan to ensure that all needed services continue. Review all planned services regardless of the status. Even though the FY 2022-2023 plan may show in *approved* status, not all planned services are in *approved* status and not all have authorizations.
- Planned services that were authorized for a partial year in FY 2021-2022 were copied in a *proposed* status in FY 2022-2023 to ensure a correct annualization of units. **Please update the units for these planned services and ensure that the plans are submitted for plan validation to APD by May 1, 2022.** Please prioritize plans for CDC+ clients first.
- Review units for the continuing services plans on the FY 2022-2023 plan to ensure that the units are annualized for the entire fiscal year and reflected accurately in the Annualized Units box on planned services.
- Verify that service authorizations generated accurately. If a planned service was copied without an authorization generated, the WSC will need to follow the plan validation process and manually create the authorization. Do not update all authorizations if not all planned services were edited.
- Ensure the FY 2022-2023 plan addresses the client's needs identified in their support plan, meets medical necessity criteria, is within iBudget Handbook coverage and limitations, complies with legal notices, and complies with Final Orders.
- Ensure the full 12 months of WSC or CDC+ Consultant services are entered on the plan.
- The following plans or planned services were not copied and must be addressed manually by the WSC or CDC+ Consultant by May 1, 2022:

1. FY 2021-2022 plans in *draft* status at the time the plans were copied were not copied into FY 2022-2023. WSCs and CDC+ Consultants will need to create plans for FY 2022-2023 for these clients.
2. If the Consumer County on the planned service did not match the county on the demographics tab, the planned service did not copy into the FY 2022-2023 plan.
3. One-time services and planned services that ended prior to June 30, 2022, were not copied into the FY 2022-2023 plan.

Regardless of the service provider's access to APD iConnect, the WSC must provide service authorizations to all service providers by June 1, 2021. Please contact your Regional Liaison for assistance with addressing FY 2022-2023 plans.