

Ms. Jackson shared the following with the audience:

CDC+

- Consultants please remember that all items except the new enrollment documents and new enrollee 1st purchasing plans should be routed to the Region first for review.
- When calculating budgets for a consumer under age 21 with EQ Health PCA approved the entire 6 month timeframe will be included in the appropriate section. For example, 797 hours was approved for 4/1/15 to 9/30/15 totaling \$11,955.00. This entire amount would be entered for 6 months.

1. **iBudget/ABC Issues**

- Support coordinators, we need your continued support in keeping and maintaining ABC demographics for all your consumers. Some of you received emails directly from State Office staff requesting that you take action and reply to their email. Please do so quickly.
- In reviewing several files from WSCs the following issues have been noted: 1st entry of the case note is not signed then all others initialed, notes do not contain details but are mechanically written, notes containing information for other consumers, poorly documented follow up if any on consumer issues, costplans not signed by the consumer/guardian, using “recycled” paper to print documents on one side with other consumer’s information on the other side of the page, files not organized in accordance with the Central Record file policy/procedures, documents not filed in proper chronological order, etc. Please check your files to ensure this is not happening.
- We will alert all support coordinators when the new FY 15-16 annual budget have been released so that you can begin inputting the new costplans.

2. **Documentation**

- All service requests and **annual support plans** require the determination of medical necessity be made by our office. Support coordinators, you are still required to provide us with supporting documentation to justify the service request. **Please refer to the Handbook requirements for services** or refer to the SFR training held for support coordinators.
- Non WSC providers, specifically, behavioral therapy providers, we are receiving complaints that you are not providing the WSCs with the required supporting documentation. As you are aware, you could be jeopardizing services for a consumer since medical necessity is based upon documentation. Please comply in providing the WSCs all documentation required as indicated in the Handbook.

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5. Other Issues

- Support coordinators, please notify our office if you or your staff are not available to perform your duties. We do not want to contact someone and not realize the person is on medical leave, etc.

Kirk Ryon, RPS Quality Assurance Supervisor:

- Kirk Ryon announced that the certificates for the Americans with Disabilities Act Training in January (kick off of the 2015 ADA Celebration) are available for anyone who has not received their certificate of attendance. Please see Mr. Ryon after the meeting or at any future date to arrange for receipt of your certificate. You may contact Mr. Ryon at 305-377-7436.
- Kirk Ryon discussed the new Florida care provider Background Screening Clearinghouse which is scheduled to be full implemented within the next several months. Providers will use the Clearinghouse Results Website to initiate screenings, check results and maintain and employee roster. The Agency for Health Care Administration (AHCA) will host and maintain the system. At the present time, providers must ensure that APD has a current and accurate email address in order to receive notifications. Hillary Jackson and Kirk Ryon will be representing the Southern Region APD for updates on the progress of the Clearinghouse implementation and will report to providers at monthly meetings.
- Kirk Ryon discussed recent changes in FS 65G-2.008 with regard to direct care staff who have been identified as alleged perpetrators in protective services investigations. Specifically, if an individual has been identified as an alleged perpetrator in an active protective investigation of abuse, neglect or exploitation of a vulnerable adult under Chapter 415 FS. Or reasonable suspicion that the abuse, neglect, exploitation or abandonment has occurred, the alleged perpetrator shall be prohibited from being alone with facility residents until the investigation is closed. Mr. Ryon noted that as group home providers are not always notified regarding alleged perpetrators by Protective Services, his office will contact providers when relevant information is received.

❖ **Ms. Maria Linares, MS discussed the following:**

- Employment Enhancement Project, 19 employed!
- The next Family Care Council Meeting will be April 8th, at 10 am to 12 noon in the APD, South Tower Conference Room.
- Business Associate Agreement, if you have not already done so, please complete and return to me asap. Blank agreements are on the table.
- Voter Registration Report is due on April 6, 2015!

Brenda Viera, RN, MCM, RPS

March has been designated as National Nutrition Month. There are many ways you can improve your health and wellness by paying attention to your Nutrition. One way is by changing your nutrition and making small changes to the food you eat each day. Imagine a choice of foods that were tasty, nutritious and good for your health and will help you maintain a healthy body weight, improved your overall mood, and reduced your risk of developing diseases. According to the surveys and sources across North America and Western Europe the top ten foods considered the healthiest include: apples, almonds, broccoli, blueberries, oily fish, leafy green vegetables, sweet potatoes, wheat germ, avocados, and oatmeal. The motto that states "An apple a day keeps the doctor away" it is true. Florida University stated that apples are a "Miracle Fruit" they are an excellent source of antioxidants which combat free radicals. Free radicals are damaging substances generated in our body that cause undesirable changes and are involved in aging process. Investigators also found that older women who started a regimen of eating apples daily experienced a 23% drop in levels of bad cholesterol and 4% increase good cholesterol, apples also reduce stroke risk by 52%. So this brings me to it being very important for all providers to incorporate a well balance diet to our consumers and follow the menus that are design for the consumers by the Nutritionist and doctors. Like the Motto states again "An apple a day keeps the doctor away." Please refer to 65G-2.007 and follow the guidelines. Please feel free to grab and apple.

A reminder on Medication Error Reports please report them this will help us guide you and give you technical support. We have a spreadsheet that is kept and revised by Tallahassee and for the month of December 2014 we have fewer reports. We hope that this is good because we are preventing medication errors and not reporting them. Please feel free to contact me at 305 377 7431. For guidance. And the last thing I want to talk about is RODs or Report of Death. It is very important that we obtain the incident reports with the scenario that lead the consumer's death. It has become time consuming. Especially when we have to contact the family and they do not want to talk about their family's death. So please complete the incident report with all the information, again contact me for guidance.

Attendance: Feling Williams, Janet Batet, Ellen Bethel, Lourdes Benitez, Hermy Sanchez, Roberto Pire, Jessica Leconte, Ibrahim Pura, Timbis Cindy, Jeanette Williams, Sara Gomez-Johns, Cristina Schwartz, Stephanie Garcia, Mario Osegueda, Carmen Calderon-Roberts, Maykel Mateo, Lovely Fameux, Alana Grant, Laura Westbrook, Sophonie Maneus, Sophie Mareus, Luis Rodriguez, Mario Valdes, Ribel Quesader, Adrienne Castrillon, Tajuana Givens, Manuel Achong, Darilys Ginebra, Vivian Owen, Dora Guzman, Sherylyn Westbrook, Christian Velanzuela, Dionne Barton, Haydee Milian, Manuel A Malleiro, Kamicha Ferguson, Ramon Mininc, Patricia Laurence, Roland Vializ, Matine Larat, James Louis, Jany Lazo, Jesenia Blanco, Maria Rodriguez, Veronica Oliver, Viveen Brooks, Jerome Silverberg, Marie Cuader, Jorge Villalon, Jose Casanova, Montrese Albury, Micheal Cardello, Aileen Phelan, Shantisha Mccaw, Cassadra Smith, Carlos Rocha, Marianela Wata-Wara, Martha Khan, Rene Gomez, Siomara El-Sabbagh, Gladys Minino, Janet Malins, Eufracia Urena, Arnold Coats, Luis Rodriguez, Kibel Quesada, Mario Valdes, Adrienne Castrillon, Tajuana Givens.

*****Late:** Mable Burger, Brian Dijols, Diane Seen, Hugo Merino, Gloria Rose, Sabrina Altidor, Penny Schueneman, Christopher Ohoha, Poulleta Charles, Carol Thomas, Alexander Bain, Cynthia Gay, Humberto Momn, Derk Green, Martina Osaghae, Oswamen Osaghae, Ludmila Senkevich, Jeanne Pierre, Laura Vinent, Alseo Rodriguez.