



agency for persons with disabilities
State of Florida

APD PROVIDERS / SUPPORT COORDINATORS JOINT MEETING
Wednesday, December 16, 2015 9:30 A.M.
401 NW 2ND AVENUE, SUITE N-1011, MIAMI, FL 33128

AGENDA ITEM	ISSUE / DISCUSSION	ACTION / FOLLOW UP
I. CALL TO ORDER	<p>Meeting began at 9:40 a.m. Regional Operations Manager Evelyn Alvarez introduced herself and welcomed participants present and those via conference call (Monroe County) to the last joint provider meeting of 2015 and requested that all phones be silenced to avoid interruptions.</p> <p>We have a very special program for today's meeting and will have an abbreviated agenda to point out some highlights of importance.</p> <p>Management staff introductions: Hillary Jackson, Maria Linares, Kirk Ryon, Brenda Viera.</p> <p>Friendly reminder: This room is the DCF District Administrator's conference room and we are very appreciative that it is made available to APD for our Provider Meetings. However, the room is only available until about 11:30am. When we adjourn please be reminded to do so promptly, quietly and pickup all of your belongings. If you need to meet with one of your colleagues we ask that you do so in the 4th floor cafeteria. Thank you for your cooperation.</p> <p>New Staff Announcements/staff changes: Cergine Cator-Eusebe.</p> <p>Guest Speaker: Tamara Gort, RN. University of Miami, Sylvester Comprehensive Cancer Center.</p>	<ul style="list-style-type: none">▪ For more information about the Agency for Persons with Disabilities, please contact Evelyn Alvarez at (305) 349-1478.

Special performance by the Marian Center Bell Ringers who played Christmas carols. Ms. Alvarez thanked the bell ringers and Marian Center staff for delighting us with Christmas carols and also a special tribute of playing Happy Anniversary for the Americans Disabilities Act 25th Year Anniversary.

Announcements:

APD Holiday Office Closures: December 24th & 25th, 2015 and January 1st, 2016.

News from Governor's Office:

Florida First Budget— Governor Rick Scott is recommending \$1.2 billion in total funding for APD, an increase of 23.6 million. This historic investment will eliminate the critical needs waiting list for the third year in a row, and help Floridians with disabilities live, learn and work in their communities. The "Florida First" proposed budget includes:

- \$15 million to enroll more than 700 individuals with developmental disabilities on the critical needs waiting list to the APD Home and Community-Based Services Medicaid waiver. This is the fourth year the Governor has recommended money to serve those on the waiver waiting list.
- \$10 million to reinstate Department of Education funding for the Adults with Disabilities program AWD Funding.
- \$1 million for the Employment Enhancement Project to serve people on the waiting list who want to go to work. This funding will pay for supported employment and supported internship services for people with developmental disabilities.
- \$2.6 million for staff to perform customer needs assessments using the Questionnaire for Situational Information.
- \$400,000 for a Medicaid waiver provider rate study.

FCC we are waiting for several Governor appointments to be made by in the very near future and continue to have several seats open and are seeking interested individuals to contact the SR FCC directly via link on APD website Southern Region. Meeting dates are also posted on the APD website.

Waitlist to Waiver Enrollment status: 390 enrollment offer letters have been sent to SR clients. Have currently enrolled 190.

Ms. Alvarez also announced and congratulated Kamicha Ferguson for her change in OPS employment status to career service.

ROM Closing remarks:

This has been a year full of challenges and successes. I THANK YOU for your continued partnership and APD staff for all that you do throughout the year in serving this community and especially our clients and families. You are all very valuable and I appreciate each and every-one of you!

On behalf of the SR Team we wish you and your families a very safe, Blessed Holiday and prosperous New Year 2016. To all a very Merry Christmas, Happy Chanukah, Happy Kwanza and Feliz Navidad!

❖ **Hillary Jackson, RPS discussed the following:**

Ms. Jackson shared with all that the waiver area has lost two staff and is working to fill those vacant positions as quickly as possible. We appreciate your patience during this time.

1. **CDC**

➤ Consultants please respond directly to the emails that you may receive from CDC+ State Office staff. You do not need to route those items to the Region for us to forward to them in these instances.

2. **Medicaid Redetermination**

➤ **Please pay very close attention to who is receiving the notifications so that you can follow up with the family or guardian.**

➤ It is really important that when an application is submitted the WSC information is provided and in the **comment section it can be noted that the application is for DS**, the more information you provide the better. The workers who assign cases need to be sure that the application is for HCBS, because a lot of time people select all benefits and it is impossible for them to know if they are really applying for one benefit or the other.

➤ As another reminder, DCF staff asks that when a new consumer is on your caseload that you submit a 2515 so that DCF is aware of who the new WSC is for this consumers. Please share this with your staff.

3. **Handbook**

➤ Ms. Jackson highlighted certain portions of the iBudget Handbook; this was not a training of any sort. Discussions are underway to schedule training for support

coordinators. All providers are reminded of the importance to read the Handbook and review the frequently asked questions that has been posted to the APD website <http://apd.myflorida.com/ibudget/docs/iBudgethandbookfaq.pdf>

4. **SANs/AIMs**

- Support coordinators, we are continuing to receive SANs from several of you seeking continuing services for MSP services during the same month or **after** the consumer has turned 21 or is no longer receiving services. This is an unacceptable practice and a disservice to your consumers. Please be reminded to submit these types of request **minimally 60 days prior** to the consumer aging out of services.
- When sending supporting/additional documentation to the Southern Region SAN or Support Plan email address, please identify the consumer's name and the reason you are sending the documentation. We ask that **the subject line indicate "Additional Documentation Attention (Southern Region Staff name)." Please do not send this documentation to one or a specific staff person directly.**
- When sending CPAWs, please route it to the SAN email address in the Southern Region. Please explain what you are attempting to do within the body of the email.
- When sending AIMs for Waitlist to Waiver consumers, please route it to the correct email address in the Southern Region. Please follow the WTW Instructions for Round 5 consumers that was emailed to all support coordinators late November 2015

5. **iBudget**

- Please **do not create a new service plan until the service plan you are cancelling is approved** despite you having sufficient money to make changes. This is creating an error once we attempt to approve the costplan making it appear as though the request is exceeding the allocated amount.

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

- Employment Enhancement Project FY 2015-16
 - 10 employed
 - 2 internships
 - 4 pending internships with M-DCPR&OS
 - Thank you job coaches for your hard work!
- Thank you for submitting your invoices in a timely manner. It is greatly

appreciated.

- Family Care Council Meeting has been scheduled for Wednesday, January 13, 2016, 10 am to 12 noon in the South Tower, Suite S-811, in the Conference Room. If you know of any family or consumer who might be interested in joining the Council, please have them call me.
- We are now paying the job coaches for developing the Individual Employment Plan (IEP) for their EEP consumers.
- I would like wish you and yours Happy Holidays and a wonderful New Year.

❖ **Mr. Kirk Ryon, RPS discussed the following:**

Kirk Ryon discussed the requirement by the Center for Medicaid Services (CMS) that Group Homes and Adult Day Training Programs complete an Assessment Tool no later than December 31, 2015. These self-assessments are part of the compliance process for the Home and Community Based Settings rule. The self-assessments, one for group homes and one for non-residential settings (ADT's) have been distributed and are available at this AHCA web address along with instructions for any provider who may have missed the on line trainings:

http://ahca.myflorida.com/medicaid/hcbs_waivers/index.shtml

Please select the iBudget waiver tools. If you have any additional questions or concerns regarding the self-assessment tools, please do not hesitate to contact Kirk Ryon at 305-377-7436.

❖ **Ms. Brenda Viera, RPS/MCM discussed the following:**

This being the flu season. The timing of the flu season is unpredictable and can vary in different parts of the country and from season to season. Most seasonal flu activity typically occurs between October and May. Flu activity most commonly peaks in the United States between December and February.

What should you do to protect yourself?

The CDC recommends a yearly flu vaccine for everyone 6 months of age and older as the first and most important step in protecting against this serious disease. People should

begin getting vaccinated as soon as the flus season begins in October. In addition to getting a seasonal flu vaccine if you have not already gotten vaccinated, you can take everyday preventive actions like staying away from sick people and washing your hands to reduce the spread of germs. If you are sick with flu stay home from work to prevent spreading the flu to others, specially be extra careful with our client that are already vulnerable.

Where can you get a flu vaccine?

Flu vaccines are offered by many doctor's offices, clinic, and health departments, pharmacies (Walgreens, CVS) and college health centers as well as by many employers and even by some schools...

There are misconceptions about the flu vaccine

The flu vaccine cannot cause flu illness. The flu vaccines are made in two ways:

- The vaccine is made either with a flu vaccine virus that have been inactivated and therefore not infectious or
- With no flu vaccine viruses at all which is the case for recombinant influenza vaccine
- The most common side effects from influenza shot are soreness, redness, tenderness or swelling where the shot was given.
- Low grade fever, headache and muscle aches also may occur.

So do not be afraid and get vaccinated.

I also want to remind you again on the importance of reporting medication errors. And I also want to continue to thank you for the collaboration you are giving to participate the QSI assessors when conducting the questionnaire.

I want to wish you Merry Christmas and a very happy and prosperous New Year. Thank you.

Monroe County attendees on the phone was: Diana Flenard, Barbara Divol, Stephen Clark, Jane Cook, and Damarys Francis.

New Provider Announcements: Quality Service Coordination – new WSC.

Meeting adjourned at 11:50 a.m.

Attendance:

Guillermo Lloresete, Luis Rodriguez, Stephanie Garcia, Karina Gomez, Manuel Achong, Rene Gomez, Gloria Rodriguez, Darlene Cuardo, Dora Guzman, Christopher Obiola, Michelle Muriell-Johnson, Marc Maneus, Ramon Minino, Nereida Babilonia, Kathleen Mulkey, Jackie Butler-Wilson, Tammie Martin, Ellen Bethel, Portia James, Clara Martinez, Casor Coroan, Mayelin Diaz, Paul Parmley, Dwght Henex, Jennifer Maxwell, Laura Vinent, Karla Pardo, Selene Elesgaray, Amelia Hernandez, Sandra Mercado, Sara Cartaya, Gladys Minino, Isis Espino, Viveen Brooks, Veronica Oliver, Alexandra Bain, Jose Lopez Cassanova, Josephine Livingston, Roberto Pire, Elvira Rodriguez, Yanet Poyato, Calos Rocha, Alexander Ajayi, Mercedes Franco, Aqueelah Randle, Melissa Minino, Kwame Lumumba, Damian Gregory, Etha Griffith, Chantal Meo, Gisel Prado, and Helena Osaghae.

LATE:

Annabel Diaz, Adine Sadin, Penny Schueneman, Pascale Malette, Martha Khan, Judy Walker, Kibel Dominguez, Wilma Johnson, Jessica Leconte, Haydee Milian, Maureen Hanchell Bennet Williams, Amanda Ortiz, and Heilyn Gandia.