

**WSC ADVISORY #2017-018**  
**LETTER TO CONSUMERS AND REPRESENTATIVES REGARDING IBUDGET**  
**INFORMATIONAL**

**EFFECTIVE DATE: FEBRUARY 27, 2017**

Please be advised that APD mailed a letter to consumers and their representatives during the week of February 20, 2017. Below is the text of the letter.

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Dear APD Consumer:

The Agency for Persons with Disabilities (APD) will be working with you and your Waiver Support Coordinator (WSC) during your annual support plan update to review your iBudget waiver funding and determine if it is appropriate to meet your health and safety needs. The following discussions with your WSC will need to occur:

1. Your WSC will receive a copy of the new iBudget allocation algorithm amount as shown on the EZ budget calculation form. Your WSC can review this form with you. The iBudget allocation algorithm amount is the starting point to identify the waiver funding that is needed to cover your health and safety needs. The iBudget allocation algorithm amount is based on your age, living setting, and the information from your needs assessment, the Questionnaire for Situational Information (QSI);
2. Your WSC will discuss how to meet your needs and to identify all available supports and resources - this includes, but is not limited to resources such as private insurance, community resources, friends, family, Medicaid State Plan, and the iBudget waiver services;
3. Your WSC will discuss how to prioritize the use of your waiver funds to meet your health and safety needs. If you have health and safety needs that are greater than the iBudget allocation algorithm amount, your WSC will assist you with locating services from other appropriate resources or requesting waiver funding to meet your health and safety needs;
4. After these discussions have occurred, your WSC will complete the Amount Implementation Meeting (AIM) worksheet to document these discussions. **Your WSC will then send the AIM worksheet that documents services to meet health, safety, and funding needs for these supports. Other documentation to describe your needs to APD will also be sent for review.**

APD will carefully review the information sent by your WSC to determine your proposed final iBudget amount. APD will send a notice of your proposed final iBudget amount and any hearing rights. You will be notified of your final iBudget amount and hearing rights within 30-60 days depending on whether APD requests additional information.

The iBudget waiver system has flexibility to help consumers choose among providers and services that meet their daily needs. Your final iBudget amount should reflect to the extent possible your decisions and choices regarding your health and safety needs. You should be sure your WSC accurately represents this information to APD on the AIM worksheet and on your support plan.

There are also safeguards in place to maintain your health, safety, and welfare if your needs change. Please be assured that APD will ensure that all covered medically necessary services are authorized.

If you would like to view the iBudget rules, please visit <http://apd.myflorida.com/ibudget/rules-regs.htm>. If you have questions, please contact your WSC or APD regional office. The contact information for the APD regional office can be found online at: <http://apdcares.org/region/>.

Thank you for working with APD to review your needs and services.