



Consumer/Representative Training Module 1: What is CDC+ and How Does it work?

Ron DeSantis Governor Barbara Palmer Director



Introductions

Mindy Whitehead, Administrator Felicia Jones, Program Administrator Tammy Ferrell, Program Administrator Larry Hill, Training and Outreach Coordinator

Submit questions throughout this presentation via chat or to: Larry.Hill@apdcares.org



What is CDC+ and How does it work?

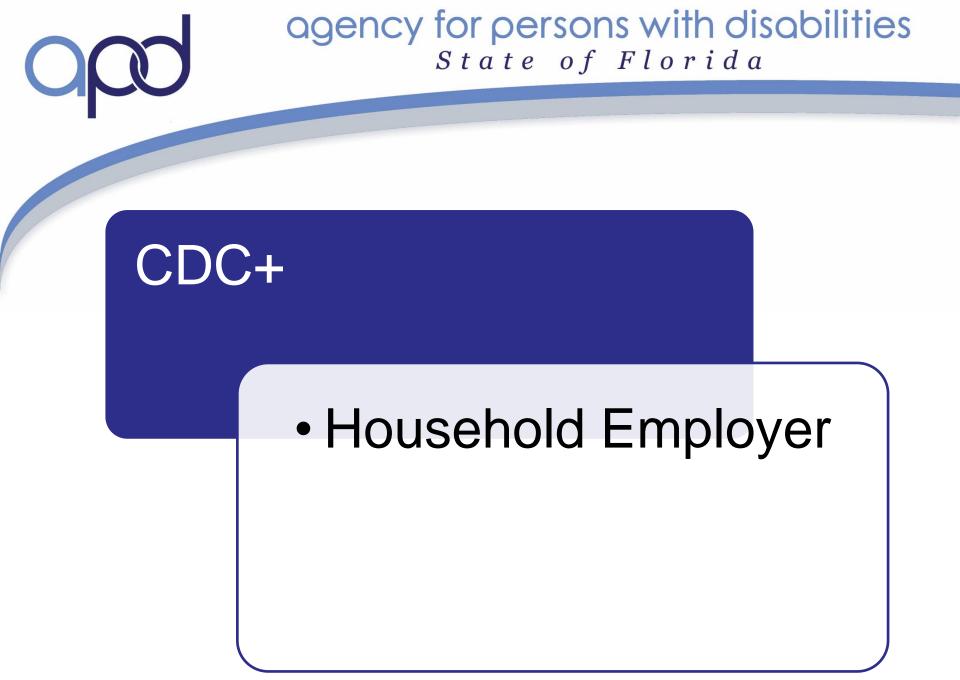
Compare and Contrast iBudget and CDC+

Roles and Responsibilities

Tools









More Control

CDC+

More Responsibility



CDC+ Team

Consumer

Representative

Consultant

Regional Liaison

State Office – Program and F/EA



Role of Consumer (when Representative not selected)

- Decision Maker
 Mana
 - Trainee
 - Employer
 Parti
 - Authorized Signer
 - Custodian of Public Money

- Manager of the CDC+ Program
- Participate in
 - **Quality Assurance**

Monitoring



Role of Representative

- **Decision Maker** Manager of the
- **CDC+** Program Trainee
- Employer
- Authorized Signer
- Custodian of
 - **Public Money**

- Participate in
 - **Quality Assurance**

Monitoring

Role of CDC+ Representative, continued

- Unpaid Advocate; at least 18 years of age
- Sign an agreement with the Consumer
- Readily available to Consumer and Consultant

Role of the Consultant

- Waiver Support Coordinator
- Sign a Consumer/Consultant agreement
- Assists with transitioning to and from the waiver
- Provides on-going technical assistance
- Reviews Purchasing Plan and ensure it meets program requirements.

Role of the Consultant, continued

- Responsible for appropriate use of public money
- Complies with training and monitoring requirements
- Develops, implements, and monitors
 Corrective Action Plans (CAP) as needed
- Monitors and reviews Consumer account activity
- Updates Support Plan, as needed

Role of the Regional Liaison

- Ensures Consumer's waiver cost plan is approved
- Reviews Purchasing Plans and Employment Packets
- Serves as the local program operations manager
- Ensures Corrective Actions Plans are completed
- Bridges the communication between Consumer, Consultant, and State office ¹⁴



Role of State Office

- Authorizes CDC+ Budget
- Administer the CDC+ program
- Develop & interpret policy
- Quality Assurance Monitoring
- Provide customer service & technical assistance
- Develop and update CDC+ training materials
- Conduct initial & on-going training

Fiscal Employer/Agent (FE/A) State Office cont.

- Enrolls Consumer as a Small Household Business with the IRS
- Complies with all employer tax reporting to the IRS
- Maintains the Consumer's CDC+ Account
- Assigns provider ID numbers
- Pays service claims and employer taxes
- Sends monthly statements





Contact Us

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About Us	Locations	Providers	Customers	Waivers	News			
Important Links	CDC+ > Consumer Directed Care Plus (CDC+) CDC+ is a long-term care program alternative to the Medicaid Home and Community-Based							
 Consultants Resources Consumers Resources 	Consultants ResourcesServices (HCBS) Medicaid Waiver. The program provides the opportunity for individuals to improve the quality of their lives by being empowered to make choices about the supports and services that will meet their long-term care needs and to help them reach their goals.Consumers ResourcesEnrolling onto CDC+Provider Packets Household Employer Forms Secure Web-basedEnrolling onto CDC+! Click below for helpful information and resources for getting started on CDC+. If you have any questions, please contact our CDC+ Helpline at 1-866-761- 7043							
 Provider Packets 								
 Household Employer Forms Secure Web-based Payroll System 								
 Training and Education CDC+ Connection 	• CDC+ V	Velcome Packet						
Announcements								
Important Contact Information	streamli docume CDC+ (ned effective immed ntation needed to re Consultants will no lo	liately. The process ha	as changed including btain a CDC+ contrac	t associated with their			

Disabilities Contract with AHCA and are in good standing with APD, they are eligible to



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	About Us	Locations	Provide	ers Customers	Waivers	News	
lı	nportant Links	CDC + > Consumers					
_		Docu	ment		Description		
 Consultants Resources Consumers 	Resources	CDC+ Handbook		Developmental Disabilities Medicaid Waivers Consumer-Directed Care Plus Program Coverage, Limitations, and Reimbursement Handbook			
	Resources Provider Packets	ovider Packets How-to Guide		This How-To Guide contains important information about how to navigate the Consumer-Directed Care Plus (CDC+) program.			
0	Household Employer Forms Secure Web-based Payroll System Training and Education	Appendix to I (January 201		This section provides all the forms used by participants in the CDC+ program. Just "click" on the document you want to review. Each appendix title contains a description of every document listed in that appendix title. The appendix will be updated periodically as forms are revised. Forms published on the Web site are the most recent forms, so please refer to this Web site often.			
0	CDC+ Connection						

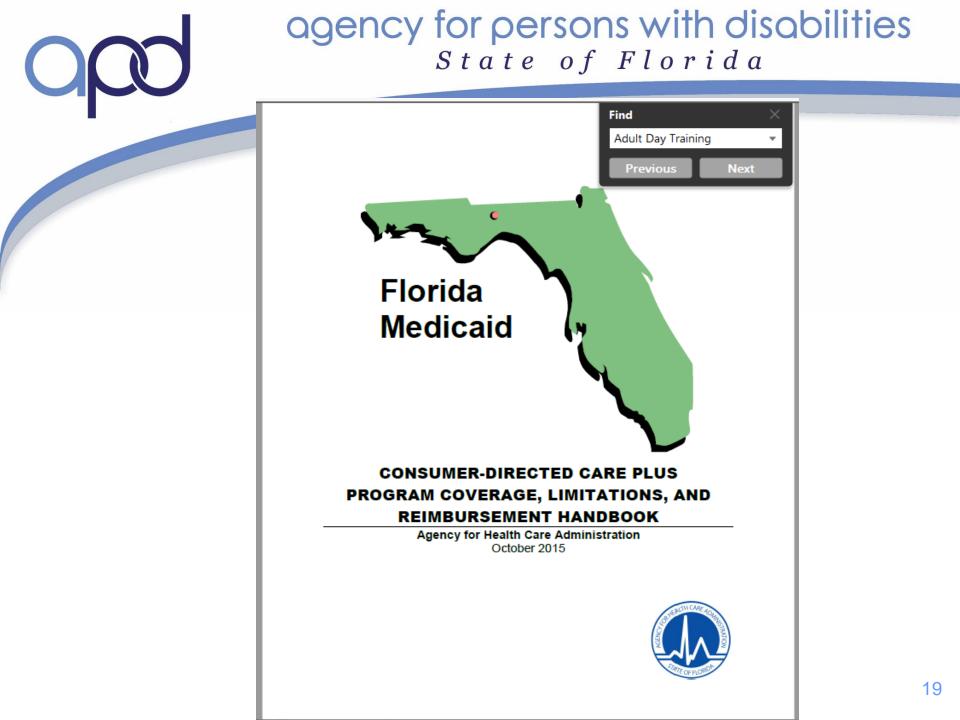
Peer Support Group Meetings

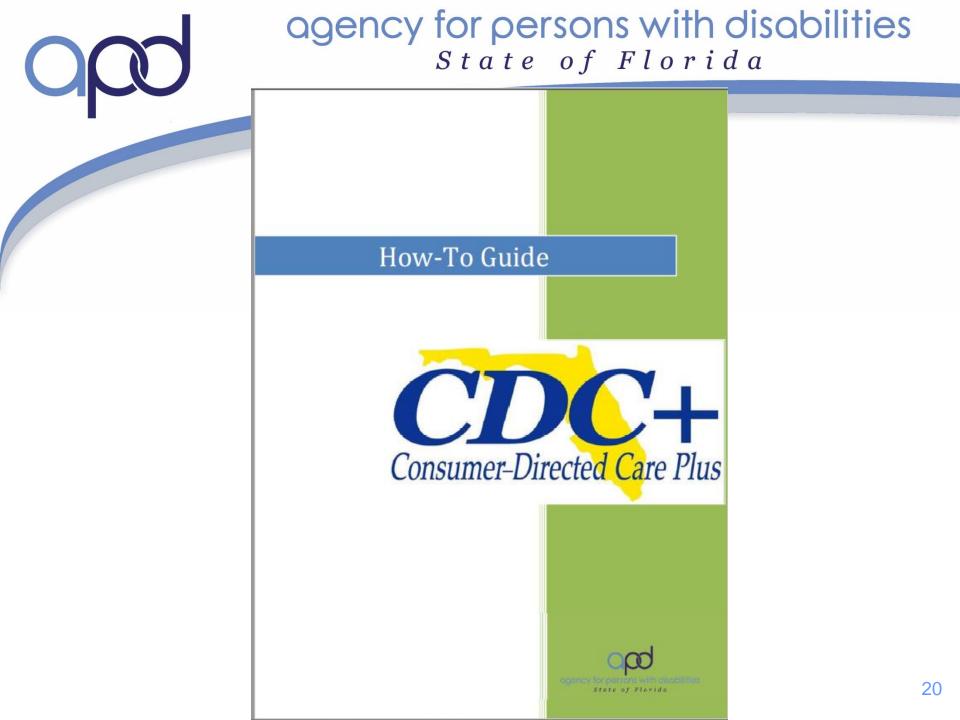
Miami

Important Contact Information

401 NW 2nd Ave. S811; Chair: Yolanda Herrera, yolyherrera@bellsouth.net

Ft. Lauderdale





APPENDIX to the CDC+ How-To Guide

- A Update Log
- B CDC+ Contacts
- C Glossary of Terms
- **D** Finding Employees to Work for You
 - Job Description-Employer/Employee Agreement
 - 2 Telephone Screening form
 - 3 Sample Interview Questions
 - 4 Potential Employee Information form
 - 5 Employment Candidate Evaluation form
 - 6 Reference Check Worksheet
- E Employee Packet
 - 1 Instructions for Completing the Employee Packet
 - 2 Employee Information form
 - 3 Sample Completed Employee Information form
 - 4 IRS Form W-4





CDC+ -vsiBudget

Roles and Responsibilities

Tools

Thank you for your participation

For additional questions, please contact: Larry Hill Larry.Hill@apdcares.org 850-487-4839

Or CDC+ Customer Service 1-866-761-7043

CDC+ Website http://apdcares.org/cdcplus/