

MEMORANDUM

TO: AAA Executive Directors **NOTICE#: 080921-1-I-SWCBS**

FROM: Richard Prudom, Secretary

DATE: **August 9, 2021**

SUBJECT: Notice of Instruction: Assessed Priority Consumer List Instructions for High and Low Priority Clients

This Notice of Instruction provides the instructions for clients on the Assessed Priority Consumer List (APCL) activities as result of changes to Florida Statute, 409.979.

Implementing Changes to Florida Statutes, 409.979

Beginning August 10, 2021, as clients on the Long-Term Care Community (LTCC) Assessed Priority Consumer List (APCL) are rescreened using the DOEA Screening Form 701S, the Aging and Disability Resource Centers (ADRCs) should only place clients with a priority rank of 3, 4, or 5 on the LTCC APCL. The ADRC should inform clients, age 60 and older with a priority rank of 1 or 2, they may be placed on APCLs for other Department of Elder Affairs (Department)-administered programs they are eligible for and clients, age 59 and under with a priority rank of 1 or 2 may be referred to other age-appropriate programs and community resources. Clients on the APCL for LTCC and a 1 or 2 priority rank must have their LTCC APCL status closed using the new termination code, "TALP" Terminated APCL Client Low Priority. The ADRC's client communication database, REFER, must detail the conversation with the clients. As the Department implements the new client tracking system, known as eCIRTS in 2021, the ADRC will use the new eCIRTS system instead of REFER to document client communications.

For new clients contacting the ADRC for information about long-term care services beginning August 10, 2021, the ADRC should only place clients with a priority rank of 3, 4, or 5 on the LTCC APCL. The ADRC should inform clients, age 60 and older with a priority rank of 1 or 2 they may be placed on APCLs for other DOEA-administered programs they are eligible for and

clients, age 59 and under with a priority rank of 1 or 2 may be referred to other age-appropriate programs and community resources.

All clients, regardless of age, may be rescreened for significant change. The resulting priority rank will determine which APCL clients may be placed on APCLs as described above.

ADRCs will continue to rescreen clients on the LTCC APCL annually. ADRCs *may* rescreen LTCC clients who scored a 1 or 2 on the 701S annually. ADRCs will continue to rescreen clients on the Alzheimer's Disease Initiative (ADI), Community Care for the Elderly (CCE), and Home Care for the Elderly (HCE) Programs' APCLs annually, regardless of their priority rank. ADRCs and/or Older American's Act providers will continue to rescreen clients on the OAA APCL annually, regardless of their priority rank. ADRCs and/or Local Service Program (LSP) providers will continue to rescreen clients on the LSP APCL annually for recurring projects or as directed in Proviso language.

The Department expects the ADRCs to rescreen clients for the LTCC APCL over the next twelve months (August 10, 2021 to August 9, 2022) to implement the changes in this NOI. The Department expects the ADRCs to use the agreed upon post screening letter to inform clients about their screening, priority score and rank, significant change rescreening availability and ADRC contact information. The agreed upon post screening letter is attached to this NOI.

ADRCs should use their internal quality assurance program and CIRTS reports to monitor their progress in the implementation of this statutory change. The Department is not making any systems changes to implement this statutory change.

If you have any questions, please contact your ADRC contract manager.

Enclosures: Draft Rank 1 and 2 – 701S Post Screening Letter
Draft Rank 3, 4 701S Post Screening Letter No 3008
Draft Rank 5 – 701S Post Screening Letter with 3008