



agency for persons with disabilities  
*State of Florida*

## **APD PROVIDERS / SUPPORT COORDINATORS JOINT MEETING**

**Wednesday, March 16, 2016 9:30 A.M.**

**401 NW 2<sup>ND</sup> AVENUE, SUITE N-1011, MIAMI, FL 33128**

<b>AGENDA ITEM</b>	<b>ISSUE / DISCUSSION</b>	<b>ACTION / FOLLOW UP</b>
<b>I. CALL TO ORDER</b>	<p>Welcome: Meeting began at 9:40 am Regional Operations Manager Evelyn Alvarez introduced herself and welcomed participants in attendance and those participating via conference call, requested that all phones be silenced to avoid interruptions.</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 to until about 11:30 am. 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 Provider Announcements Introduction: None</p> <p>Guest Speaker: None</p>	<ul style="list-style-type: none"><li>▪ For more information about the Agency for Persons with Disabilities, please contact Evelyn Alvarez at (305) 349-1478.</li></ul>

Legislative Update:

**Announcement:** Director Barbara Palmer has been reappointed and confirmed as the APD Agency Director.

Director Palmer will be visiting the Regional Offices and plans on meeting with WSC & Providers. Looking for new ways of doing Business in serving IB clients and those receiving ADT services.

Governor Rick Scott Announces the Florida First Budget: This document was sent via email to all providers on 2/15/16.

- \$1.3 billion in the Agency for Persons with Disabilities and provides \$39 million to remove more than 1,400 individuals from the waitlist (third year in a row).
- Supports dental services for individuals with developmental disabilities with \$1 million provided to The Arc of Florida;
- \$1.3 million to provide for maintenance and repairs at Billy Joe Rish Park in northwest Florida;
- Provides \$500,000 for job placement and training for individuals with developmental disabilities on the Agency for Persons with Disabilities waitlist;
- Includes \$150,000 for ventilated quadriplegic workforce program that will connect these individuals with meaningful jobs;

APD vetoes are lines 258 Mailman Center for Development and Our Children's Academy for Therapy Services. to 261 C City of Hialeah Gardens and Brandon's Aquatic Center for Unique Abilities.

Informal Sampling of WSC:

1. How do you feel about the WSC advisories are they helpful? Majority agreed
2. How many of you follow APD on face book? No followers
3. Do you think that tweeting would be helpful to you? Not frequently used.

Ms. Alvarez thanked everyone for their participation and hard work and wished everyone a great rest of the week!

**Sherab Chodron, Deputy ROM (Regional Program Administrator)  
(Waiver, Waitlist & Community Affairs, Clinical)**

1. **Updates**
  - **Providers Meetings.** Reformatting, starting this month with a revised agenda. In the next couple of weeks look to your email boxes for an opportunity to provide us with feedback. We have completed a Survey Monkey form which will be sent to all providers for input.
  - **Hiring.** Applications are being processed and hires are being made in the following work streams:

Waiver – 2 HSPAs hired!

Waitlist. 2 HSPAs start this month, as well as 1 clerical support person.

SE/EEP. Interviewing for an additional HSPA; projected hiring in late April.

MCM. 3 QSIs will be starting in March and April, as well as 1 full-time RN, 1 CBA, 2 clerical. Still seeking 2 P/T RNs to conduct PASRRs.

QA. 2 monitors hired! Possible third in new fiscal year.

- New Regional Program Supervisor, Waitlist & CA work streams. Decision has been reached; slated to start in April.
- APD Offices Reorganization. In addition to new staff, our waitlist unit will be to the South Tower, and all work streams will reorganized. Move dates are March 21 and 22 – be mindful of changes next week.
- Monroe County. Decision has been made about a hybrid HSPS hire, and she should be starting in the first week in April. Will serve waitlist consumers, conduct QSI assessments, provide support for EEP and community liaison work, and coordinate intake and eligibility. Concerted work has begun in the areas of community support, transition and consumer identification. Still recruiting: WSCs, CBAs and Res Hab providers in Monroe County.

## 2. Waitlist to Waiver

- # of waitlist to waiver consumers = 390. Enrolled = 234. Reminder to WSCs: when you receive an eligibility notice from Medicaid, please immediately communicate with the waitlist unit so that the enrollment can be sent and processed as soon as possible.
- Last month we reviewed 2 Crisis Tools, and 25 consumer's categories were changed.
- Waitlist & GR will be transferred to the new Regional Program Supervisor in mid-April.

## 3. Community Affairs

- Refer to Administrative Services' minutes for EEP #s.
- EEP, Family Care Council liaison work, and community resource development for waitlist consumers will be transferred to the new Regional Program Supervisor in mid-April.

## 4. Contact Information

- Available by email @ [sherab.chodron@apdcares.org](mailto:sherab.chodron@apdcares.org) and @ 305-377-5089.

## **Maria Angeles Linares, M.S. RPS**

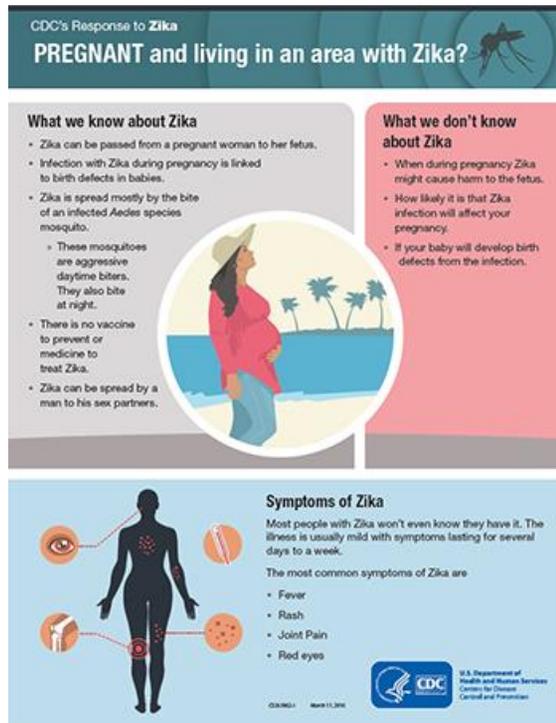
- Employment Enhancement Project FY 2015-16
    - 16 employed
    - 3 internships
    - Thank you job coaches for your hard work!
  
  - Family Care Council Meeting was cancelled last week. We are currently working to identify a new meeting date in March. The date will be posted on the APD website. If you have a consumer, know of a consumer's parents or grandparents who may be interested in participating in the Council, we still have available slots.
  - The fiscal year is quickly coming to an end. This means that timely invoicing becomes even more important. Please continue to submit your invoices in a timely fashion. At this point we should not have any provider holding onto a year's worth of invoices. Everyone needs to be invoicing monthly and within the correct fiscal year.
  - If anyone is interested in signing up for Direct Deposit, the form will be posted as a PDF file on the web with the minutes. I can also email you the form.
  - Change in GR invoicing requires that you now spell out the service provided. Abbreviations will no longer be accepted. This is not a new rule, it has been in place for some time now, but never enforced. It is being enforced now. Invoices that were in-house last week will be corrected by my staff, anything that is received now that does not comply will be returned to the provider for correction.
- 
- Providers should have an updated or current W-9 on file with My Florida Market Place before submitting invoices.
  
  - Social Security Work Incentive training is being offered in two separate sessions, April 4-5 and April 6-7. There are still seats available. The training sessions are not interchangeable! If you sign up for the April 4-5 session, attend on April 4, skip the 5 and return on 6 or 7, you will not be get credit or a certificate for the course.

**Brenda Viera, RN, MCM/RPS**  
**Regional Program Supervisor/Medical Case Manager**

## Zika and Sexual Transmission

### What we know

- Zika virus can be spread by a man to his sex partners.
- In known cases of likely sexual transmission, the men had Zika symptoms. But the virus can be spread before, during, and after men have symptoms.
- The virus can be present in semen longer than in blood.



### What we do not know

- We do not know how long the virus is present in semen in men who have had Zika.
- We do not know if infected men who never develop symptoms can have Zika virus in their semen.
- We do not know if infected men who never develop symptoms can transmit Zika virus through sex.
- We do not know if a woman can transmit Zika virus to her sex partners.
- We do not know if Zika can be spread through oral sex.
- Although there are no known cases of Zika transmission from mouth-to-penis oral sex, Zika is known to be spread from semen.
- It is not known if Zika can be spread from other body fluids that may be exchanged during oral sex, including saliva and vaginal fluids.

### **Pregnant? What you should know about Zika and sex**

Zika virus can be spread by a man to his sex partners. Because of the link between Zika and birth defects, take steps to prevent infection during your pregnancy. Talk to your doctor about the steps you can take.

If you have a male partner who lives in or has traveled to an area with Zika, protect your pregnancy.

If you have vaginal, anal, or oral (mouth-to-penis) sex, [use a condom the right way, every time](#), (warning: this link contains sexually graphic images) during your pregnancy.

CDC's Response to Zika

## PREGNANT? Read this before you travel

### What we know about Zika

- Zika can be passed from a pregnant woman to her fetus.
- Infection with Zika during pregnancy is linked to birth defects in babies.
- Zika is spread mostly by the bite of an infected Aedes species mosquito.
  - These mosquitoes are aggressive daytime biters. They can also bite at night.
- There has been no local transmission of Zika in the continental US.
- There is no vaccine to prevent or medicine to treat Zika.
- Zika can be spread by a man to his sex partners.



### What we don't know about Zika

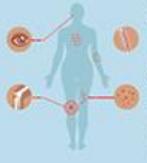
- If there's a safe time during your pregnancy to travel to an area with Zika.
- If you do travel and are infected, how likely it is that the virus will infect your fetus and if your baby will have birth defects from the infection.

### Symptoms of Zika

Most people with Zika won't even know they have it. The illness is usually mild with symptoms lasting for several days to a week.

The most common symptoms of Zika are:

- Fever
- Rash
- Joint Pain
- Conjunctivitis (red eyes)



### Travel Notice

CDC has issued a travel notice (Level 2-Practice Enhanced Precautions) for people traveling to areas where Zika virus is spreading.

- For a current list of places with Zika outbreaks, see CDC's Travel Health Notices: <http://www.cdc.gov/travel/page/zika-travel-information>.
- This notice follows reports in Brazil of microcephaly in babies of mothers who were infected with Zika virus while pregnant.



OR

Don't have sex with your male partner during your pregnancy. Not having sex is the best way to be sure that someone does not get sexually transmitted Zika virus.

Your male partner should also take steps to [prevent mosquito bites](http://www.cdc.gov/zika/prevention/index.html) to prevent further spread of the virus.

If you think your male partner may have or had Zika, tell your healthcare provider about

- His travel history
- How long he stayed
- If he took steps to prevent mosquito bites
- If you had sex without a condom
- **Providers please follow CDC guidelines for prevention of mosquito bites. Reminders to providers you do not need prescriptions for the use of sunscreen or mosquito repellent.**

I want to talk about the syndrome by the name of Phelan-MC-Dermid which will be enrolled on waiver effective 7/1/2016

## Phelan-Mcdermid Syndrome

Phelan-McDermid Syndrome (PMS) is typically caused by deletion, or loss, of the terminal segment of the long arm of chromosome 22. The loss may result from a simple deletion, an unbalanced translocation, a ring chromosome, or other structural change. In the majority of cases, the SHANK3 gene is lost as a result of the deletion; other cases have been described with mutations within the SHANK3 gene.

The SHANK3 gene, which codes for the shank3 protein, is found in the brain, heart, kidney and other organs. Its most important role is in the brain. It supports the structure of excitatory synapses and is involved in processes crucial for learning and memory. It also has an important, if not fully understood, role in proper brain development. Defects of the SHANK3 gene are highly associated with autism. Individuals with Phelan-McDermid Syndrome often have autism or autism spectrum disorders.

There is a wide range of severity of symptoms observed in people with Phelan-McDermid Syndrome. Like other autism-related syndromes, PMS is associated with intellectual disabilities, sleep disorders and seizures. Most children with PMS have moderate to severe delays and often do not develop functional language. Infants with medium to large chromosomal deletions may have very low muscle tone, poor motor control, and problems with eating and sleeping. Other symptoms may include poor thermoregulation and dysplastic finger nails or toenails. Behavioral issues may stem from autism (e.g., repetitive behaviors), from poor communications skills, or unknown origin. For unknown reasons, toilet training is often difficult in this population. In spite of these issues, infants with PMS tend to be easily amused, and adults often have a sweet disposition.

Thus far relatively few cases of PMS have been identified. Most identified cases are small children because testing is usually done early in life and reliable testing did not start until 1998. New genomic testing methods have not only made clinical testing more widely available, but have also led to significant new insights about the role of SHANK3 in PMS, autism, and schizophrenia, and the possible impact of other missing genes in cases of PMS.

**QSI new questionnaire manual will be effective 3/30/16**

- I wanted to thank you for submitting medication error reports this is good because it gives me the chance to provide you with technical assistance. I also want you to know that failure to submit a medication error report will lead to a non-compliance.
- Expect more monitoring from our nurses for technical assistance and compliance.

Incident report when reporting Death of a client

Please make sure when sending an incident report to send a complete story of the death which includes

- why this client passed away
- Time and date of death
- Where this client passed away in the hospital, at home ect...
- Was he/she on a ventilator

I do want to thank you for your cooperation when I call you to obtain more information and clarification but it will be more helpful if we will get the whole story because I do know you are very busy. It is also very uncomfortable to call the family of the client.

**Kirk Ryon** gave a power point presentation titled **“Critical Incident Reporting”** (please see attached link). Mr. Ryon discussed the importance for providers to submit Critical Incidents in a timely and complete manner when required. All providers should review this material and distribute to their staff for review.

**Centers for Medicaid Services Survey** – Kirk Ryon noted that we have begun conducting Centers for Medicaid Services review validation. Mr. Ryon noted that this review is mandated by Medicaid for group home and ADT providers. Southern Region has to complete 57 group home and 20 ADT provider survey validations no later than July 31, 2016. 9 APD staff have been trained to conduct these reviews. The reviewers will notify you of an upcoming review 3 days in advance by phone and email. The email will specify what materials must be submitted prior to the review to APD. This will include a copy of the completed survey and the agencies policies and procedures. Review visits take between 2 and 4 hours. Clients and staff will be interviewed, specific to client rights at the program. The physical plant and client records will be reviewed. For group homes, the CMS survey validation will take the place of the monthly monitoring

review.

Kirk Ryon reminded providers that the first Provider **Open Enrollment Period** begins April 1, 2016 and continues through May 31, 2016. This includes new applications and expansion requests. Providers are encouraged to submit complete packages in order to prevent delay of the application. Some services, listed on our web page, are deemed “Critical Needs” and applications will be accepted at all times. Please check our web site for a list of these services.

**III.  
ADJOURNMENT**

**Hillary Jackson, RPS  
Medicaid Waiver Area**

**1. Rate Changes**

- The following services will have rate increases effective 4/1/16 – companion, personal supports, respite and reshab live-in. These changes will be done in the iBudget system automatically. This will require that any pending cost plan that is in WSC review or Area Office review be approved as quickly as possible so that these changes can be done. Support coordinators, please review the costplans for your consumers who has one of these services to ensure that it is in approved status. If costplans are not approved the rates increase and calculations will have to be manually calculated.
- CDC+ consumers that will receive increases in their budgets do not have to submit a purchasing plan since that increase will be added to their savings. Further details and notices will be sent to CDC+ effected parties.
- A rate change for a few other services may occur in 7/1/16; we will alert you once this is finalized.

**2. Costplan Updates**

- Please do not add new service plans when you are attempting to cancel a service. Our office will more than likely delete the new service so the costplan can be approved correctly. It does not matter that the consumer has available money to make the change, please do not add a new service plan for that same service this causes rejections.
- In anticipation of the FY16-17 budgets being loaded in the upcoming weeks (uncertain when as of now) please be reminded of the following: any old providers not being used will need to be deleted from the newly copied costplan, please ensure that you

add notes for the service plans excluding WSC. If possible please check with your consumer/families if they would like to change providers for this upcoming fiscal year if you are aware of this change. New support coordinators, if you need guidance with this process please reach out to our office for technical assistance.

- If there is a SAN pending with us, please do not create and submit a costplan for us to review as though services are already approved. Recall all services must be approved within the existing iBudget allocation.

### **3. CMS Changes**

- Support coordinators, you will be receiving copies of notices that will be effective 5/1/16. There was a small amount of notice that was sent to some of you previously that was effective for 4/1/16. The allocations will not change for consumers however the service plans will end. Please do not issue the 4<sup>th</sup> quarter CMS service authorizations to providers based upon State Office instructions.
- Everyone be reminded that the EPSDT process must be followed requesting consumable medical supplies for consumer under age 21.
- CDC+ consumers will receive notices as well how this impacts their budget and/or purchasing plans.

### **4. 393 ABC Updates**

- We applaud you for diligently working to complete the ABC updates for your consumers! At this time I am uncertain how many if any are pending ABC updates still. Our office will be reaching out to any support coordinator who has not completed the assignment.

### **ATTENDANCE:**

Roberto Pire, William Appleton, Cherie O'Geen, Babara Psinackis, Ellen Bethel, Luis Rodriguez, Maribel Valmocina, Clara Martinez, Christopher Obieha, Tammie Martin, Heilyn Gandia, Cristina Johwarz, Janet Batet, Paul Parmley, Marie Antoine, Maria Garcia, Rene Gomez, Roland Vializ, Stacy Williams, Natalie Jordan, Jerome Silverberg, Rene Gomez, Jr., Manuel Achong, Alexander Ajayi, Denny Baldonado, Kamicha Ferguson, Martine Saint-Aime, Mayelin Diaz, Cindy Timbis, Jacqueline Louis, Carolina Mugar, Dionne Barton, Darilys Ginebra, Lovely Fameux, Muriel Cuadro, Dora Guzman, Martha Khan, Carlos Rocha, Mercedes Franco, Jose Casanova, Hugo Merino, Letana Letana, Jessica Leconte, Adine Sadin, Jorge Villalon, Olympia Omier, Roxanne Tebo, Diana Flenard, Jane Cook, Barbara Divoll.

**LATE:** Leonaise Loriston, Phedette Carrge, Yasmin Pintado, Ileana Shook, Laura Vinent, Judith Rodriguez, Sarah Cartaya, Roger Diaz, Murielle Johnson, Maria Elena Aleto, Penny Scheneman, Pierre Aleindor, Feguense Jean-Baptiste, Kenneth Williams, Damian Gregory, Jacqueline Butler-Wilson, Pablo Vinent, Amabel Diaz, Nereida Babilonia, Karina Gomez, Maureen Hanchell-Lewis, Selene Elsegary, Jeanne Pierre, Cynthia Gay, Paulette Charles, Edda Jannes.

