

WSC ADVISORY #2021-040
UPDATES TO THE PERSON-CENTERED SUPPORT PLAN

ACTION REQUIRED

EFFECTIVE DATE: NOVEMBER 4, 2021

On November 4, 2021, APD iConnect will reflect enhancements made to the Person-Centered Support Plan (PCSP). Additionally, the [Person-Centered Support Plan Manual](#), has been updated as of November 4, 2021, to reflect the changes to the PCSP.

Implementation Instructions

The updated PCSP form will appear in the APD iConnect Form tabs as “*Person-Centered Support Plan eff 11/4/2021.*” Waiver Support Coordinators (WSCs) and Consumer Directed Care Plus (CDC+) Consultants will start using the new form when completing the next annual support plan. WSCs and CDC+ Consultants do not need to re-do existing support plans that already appear in the system. **For any PCSP effective February 1, 2022, WSCs must use the form titled “*Person-Centered Support Plan eff 11/4/2021.*”**

PCSPs that are currently open in APD iConnect have been renamed under the title of “*Person-Centered Support Plan eff. 8/1/2019.*” WSCs and CDC+ Consultants may continue to use the existing open support plans for any updates that occur prior to the annual PCSP. After October 31, 2022, these versions of the PCSP will not be available for updates. At the time of annual support plan development, WSCs and CDC+ Consultants will change the status to complete and then create the annual PCSP with the title “*Person-Centered Support Plan eff 11/4/2021.*”

Printable outputs have the same name and date as the corresponding PCSP form. All past PCSPs will remain in APD iConnect for document retention and central record integrity.

Enhancements to *Person-Centered Support Plan*

The following enhancements will appear on the support plan form within APD iConnect with the title, *Person-Centered Support Plan eff 11/4/2021*. For detailed instructions, information, and examples, WSCs and CDC+ Consultants can refer to the updated [Person-Centered Support Plan Manual](#).

- The client’s primary and secondary diagnosis will automatically appear on the printable output. There is a new field for WSCs and CDC+ Consultants to add other diagnoses that need to be part of the plan.
- The form has checkboxes to identify the best way to contact the client.
- There are additional dropdown choices under the ***Other Funding Sources for Supports*** section.
- There are additional dropdown choices under the ***How I get around in my Community*** section.
- The ***Employment*** section was updated to facilitate conversations about employment needs.
- The ***Other Services Needed for Health and Safety*** section includes new fields for the WSC and CDC+ Consultant to identify other risks and strategies related to the client or caregiver that are not pulled in from the QSI, if applicable to the client.

The APD iConnect system allows WSCs to send the PCSP to providers within the system through Notes once the provider is utilizing the system. This can be accomplished with the Note Type, *Support Plan*, Subtype, *Provider Copy*.

For technical support related to the support plan functions and usability, WSCs and CDC+ Consultants may contact the APD iConnect Support Desk at 1-800-353-5168.

For questions regarding content, processes, or information included in person-centered planning, WSCs and CDC+ Consultants may email elizabeth.mathews@apdcares.org.