

Notice of Instruction

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Notice of Instruction Number: 010313 - Medicaid Waiver Expenditure Related Changes

TO: All Lead Agencies

FROM: Katie Parkinson, Director of Program Management

DATE: January 3, 2013

SUBJECT: Medicaid Waiver Expenditure

The purpose of this Notice of Instruction is to update your agency on recent changes to the Aged and Disabled Adult and Assisted Living Medicaid Waiver, which affect the tracking of expenditures and the requesting of program enrollments. Effective January 1, 2013:

1. It is no longer necessary for lead agencies to gather and report the Medicaid Waiver encumbered expenditures to WCFAAA. The tracking of the Medicaid Waiver expenditures will be removed from the monthly Surplus/Deficit report. Therefore, policy and procedure (P&P) **#BUDGET001 “Medicaid Waiver Surplus/Deficit and Expenditure Tracking Procedures”** is no longer in effect.

Please note it is still necessary for all encumbered expenditures incurred through December 31, 2012 to be tracked and reported to WCFAAA no later than January 15, 2013.

2. Case Management agencies will no longer submit Medicaid Waiver Funding Approval Requests forms to the WCFAAA Medicaid Waiver Specialists. Clients assessed that appear eligible for services through the Medicaid Waiver program are to be wait listed using the appropriate “APCL” CIRTS enrollment program

code. The Department of Elder Affairs will be providing authorization for any new enrollments into the Medicaid Waiver programs using the Enrollment Management System (EMS). Further information regarding the EMS will be provided by WCFAAA in the near future.

P&P #Client007 “MW Client Enrollment Procedures” and Budget004 “Medicaid Waiver Care Plan Review” will be updated accordingly.

Please be sure to forward on these important changes to all applicable staff. We appreciate your continued commitment to Florida’s elders. Should you require additional program information, please contact Katie Parkinson, Director of Program Management.

Thank you