



# Notice of Instruction

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**Notice of Instruction Number:**

**#050715 APCL Maintenance and Prioritizing Enrollment of New Consumers**

**TO:** All PSA 6 Lead Agencies

**FROM:** Katie Parkinson, Chief Operating Officer

**DATE:** May 7, 2015

**SUBJECT:** Assessed Priority Consumer List (APCL) Maintenance and Prioritizing Enrollment of New Consumers

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The purpose of this Notice is to provide updated guidance regarding APCL maintenance and prioritizing enrollment of new consumers in Community Care for the Elderly (CCE), Home Care for the Elderly (HCE) and Alzheimer's Disease Initiative (ADI) programs. This guidance replaces that provided in the Department's *Programs and Services Handbook* (Chapter 2: Intake, Screening, Prioritization, Assessment and Case Management, Page 2-14, Item #6).

Current policy requires that individuals who receive a 701S screening and are placed in APCL status for CCE, HCE, and ADI with a priority score or rank of 3, 4, or 5, and are subsequently assessed using a 701B and receive a new priority score or rank of 1 or 2 to be returned to the APCL. Effective with this issuance of this Notice, these applicants do not need to be returned to the APCL and may continue with program enrollment.

This updated guidance is effective immediately, and the July 2015 update to the Department's *Programs and Services Handbook* will be amended to include this change.

If you have questions, please contact your Senior Connection Center, Inc. Contract Manager. Thank you for your cooperation.