



agency for persons with disabilities
State of Florida

ABC ACLM Changes

Effective January 14, 2016
1/12/16

Rick Scott
Governor

Barbara Palmer
Director



Outline

- ❖ **ACLM1 – Search by PIN, Date / Cause of Death & Ethnicity**
- ❖ **ACLM2 – 393.11 Court Order for Involuntary Admissions & Caregiver Information / Cell Phone**
- ❖ **ACLM3 – LOC Waiver, Military Information, IQ Score, Major Life Activities, Handicapping Cond, MH Diagnosis and Risks, LOC DDC**



Introduction

- ❖ Intended to maximize efficiencies related to data gathering and extracting
- ❖ Needed to bring us in compliance with state and federal laws and rules



ACLM1

The screenshot shows the ACLM1 interface with the following fields and options:

- Header: ACLM1, ALLOCATION, BUDGET AND CONTRACT CONTROL SYSTEM, DATE 08/21/14, CLIENT MAINTENANCE PAGE ONE, TIME 16:47
- Action: ACTION (A, C, V, M, 2, 3, 4, 5, S, B)
- Search: SEARCH BY PIN PIN
- Client ID: CLIENT ID
- Name: CLIENT NAME LAST SUFFIX FIRST MI
- Other: ALSO KNOWN AS
- Birth: DATE OF BIRTH SEX
- Death: DATE OF DEATH CAUSE OF DEATH
- Race: RACE (GATHERED FOR DATA PURPOSE ONLY)
- Legend: W=WHITE B=BLACK A=ASIAN I=NATIVE AMERICAN OR ALASKAN NATIVE U=OTHER

Search by PIN

- ❖ Ability to search by PIN # on the ACLM1 screen
- ❖ The Date and Cause of Death are being added to the ACLM1 screen giving us now the ability to track both
- ❖ Automatically populated by the monthly data run with DOH Vital Statistics
- ❖ APD staff will need to verify that the fields are populated
- ❖ “L” is no longer an option for Latin under the category of Race
- ❖ Have the ability for the existing race value of Native American to be Native American or Alaskan Native



ACLM1 (cont.)

RACE (GATHERED FOR DATA PURPOSE ONLY)
W=WHITE B=BLACK A=ASIAN I=NATIVE AMERICAN OR ALASKAN NATIVE U=OTHER

ETHNICITY (GATHERED FOR DATA PURPOSE ONLY)
00=USA 05=CAMBODIA 10=CUBA 15=ETHNIC CHINESE 20=HAITI 25=LAOS 30=MEXICO 35=NICARAGUA
37=POLAND 40=PUERTO RICO 45=RUSSIA 50=VIETNAM 82=OTHER HISPANIC COUNTRY 83=OTHER ASIAN COUNTRY
88=OTHER FOREIGN COUNTRY 99=UNKNOWN

SPOKEN LANGUAGE
E=ENGLISH S=SPANISH C=CREOLE ASL=AMERICAN SIGN LANGUAGE(ENGLISH) O=OTHER(IF OTHER, TYPE
SPOKEN LANGUAGE IN BOX PROVIDED)

- ❖ Now we'll have the ability to track Ethnicity under Race on the ACLM1 screen for Data Purposes only
- ❖ The WSC is responsible for entering this field on the ACLM1 screen for their waiver clients and APD staff for non-waiver clients



ACLM2

Changes to ACLM2

ACLM2 ALLOCATION, BUDGET AND CONTRACT CONTROL SYSTEM DATE 08/21/14
CLIENT MAINTENANCE PAGE TWO TIME 12:56

ACTION (A, C, V, M, 1, 2, 3, 4, 5, S, B)

CLIENT ID COUNTY OF RESIDENCE

CLIENT NAME

TYPE ADMISSION

393.11 COURT ORDER FOR INVOLUNTARY ADMISSIONS? Y/N

COURT ORDER STATUS A=ACTIVE D=DISCHARGED IF D, DISCHARGE DATE:

IN THE CURCUIT COURT OF THE JUDICIAL CIRCUIT

IN AND FOR COUNTY, FLORIDA CASE NO:

DONE AND ORDERED ON THIS DATE:

SUBSEQUENT COURT REPORT? Y/N DATE OF LAST COURT REPORT:

- ❖ Ability to track compliance with s. 393.11, F.S.
- ❖ Is there a court order for a 393.11 commitment? (Y/N)
- ❖ If yes, identify if A=Active or D=Discharged
- ❖ Input case information from court order
- ❖ Enter whether or not a court report has been sent to the court (Y/N), and if so, indicate the date.



Example of 393.11 Order

IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT
IN AND FOR HILLSBOROUGH COUNTY, FLORIDA

STATE OF FLORIDA
vs.
John Doe,
Defendant.

CASE NO: 2011-CF-8675

ORDER OF CONTINUING COMMITMENT TO
THE AGENCY FOR PERSONS WITH DISABILITIES

THIS CASE having come before the Court, the Court having received the report from the Agency for Persons with Disabilities, who examined the Defendant and reported to the court on whether the Defendant meets the criteria for continuing commitment to the Agency for Persons with Disabilities as provided in s.393.11 and s.916.303, Fla. Stat. The Court having received a written report from Dr. Priscilla Thorn, Ph.D., in relation to the issue of the Defendant's need for continued commitment, it is hereby

ORDERED AND ADJUDGED that

- (1) The Defendant continues to meet the criteria for commitment to a residential placement of the Agency for Persons with Disabilities as provided in s.393.11 and s.916.303, Fla. Stat.
- (2) The Defendant is hereby committed to the Agency for Persons with Disabilities to be placed in an appropriate residential facility for persons with intellectual disabilities that provides 24 hour awake supervision. The Defendant's current secure placement may continue or the Defendant may be placed in another appropriate placement as determined by the Agency.
- (3) The Defendant shall remain in the placement designated by the Agency for Persons with Disabilities. If the Defendant elopes from this placement, all

Example of 393.11 Order

appropriate authorities shall be charged with searching for and returning the Defendant to the placement designated by the Agency for Persons with Disabilities.

- (4) The charges against the Defendant are dismissed without prejudice pursuant to s.916.303, Fla. Stat.
- (5) The court retains jurisdiction of this cause pursuant to s.393.11 and s.916.3025, Fla. Stat., until a determination that the Defendant no longer requires court-supervised follow-up care.

DONE AND ORDERED at Tampa, Hillsborough County, Florida, this 16th day of April, 2013.

CIRCUIT JUDGE

Copies furnished to:

State Attorney
Attorney for the Defendant
Attorney for Agency for Persons with Disabilities



Example of 393.11 Discharge Order

IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT
IN AND FOR HILLSBOROUGH COUNTY, FLORIDA

STATE OF FLORIDA

CASE NO: 2015-CF-8675

vs.

John Doe

Defendant

ORDER RELINQUISHING JURISDICTION

The court hereby finds that:

1. The defendant in this case is incompetent to proceed due to his intellectual disability as defined in §916.303, Fla. Stat.
2. An Order Dismissing Charges and Committing Defendant to Secure Placement, pursuant to §393.11 Fla. Stat. was issued on April 16, 2013.
3. The defendant no longer meets criteria for involuntary placement with the Agency for Persons with Disabilities pursuant to §393.11.

It is hereby ORDERED AND ADJUDGED:

1. The Court relinquishes jurisdiction of this cause and closes the case upon the Defendant's discharge from secure placement.

DONE AND ORDERED at Tampa, Hillsborough County, Florida, this 14th Day of August, 2014.

CIRCUIT JUDGES

Copies Furnished to:
State Attorney
Attorney for the Defendant
Attorney for the Agency for Persons with Disabilities



ACLM2 (cont.)

CAPACITY CODE C=HAS CAPACITY A=HAS BEEN ADJUDICATED INCAPACITATED M=MINOR ADJUDICATION DOCUMENTED Y/N
CLIENT RESIDES WITH LEGAL REPRESENTATIVE Y/N AGE
REPRESENTATIVE TYPE <18 P=PARENT R=FLORIDA COURT APPOINTED REPRESENTATIVE F=FAMILY ACT(POA/DPOA)
18 AND > I=INDIVIDUAL D=DESIGNATED BY PERSON(POA/DPOA) G=FL COURT APPOINTED GUARDIAN OR GUARDIAN ADVOCATE

CAREGIVER BIRTH DATE AGE
LAST NAME FIRST NAME

WILL PRIMARY CAREGIVER HEALTH ISSUES PREVENT THEM FROM CONTINUING TO PROVIDE CARE? (Y=Yes, N=No, Z=N/A)
IS PRIMARY CAREGIVER ALSO PROVIDING PRIMARY CARE TO A MINOR, ELDERLY PERSON OR ANOTHER PERSON WITH A DISABILITY? (Y=Yes, N=No, Z=N/A)
ARE CURRENT CAREGIVER RESPONSIBILITIES PREVENTING THEM FROM BEING EMPLOYED? (Y=Yes, N=No, Z=N/A)
HAS APPLICANT OVER 18 YOA BEEN REMOVED FROM FAMILY HOME BY ADULT PROTECTIVE SERVICES IN THE LAST 12 MONTHS? (Y=Yes, N=No, Z=N/A)

LEGAL REPRESENTATIVE SURROGATE (Y/N) END DATE STANDBY APPOINTED(Y/N)

- ❖ Ability to track the caregiver date of birth in ABC and QSI
- ❖ Ability to track the caregiver first and last name in ABC and QSI
- ❖ WSC must enter the correct values to answer the four questions for their waiver clients and APD staff for non waiver clients (Y=Yes, N=No, Z=N/A)



ACLM2 (cont.)

- ❖ Formerly the Questionnaire for Situational Information Addendum (April 2013)
- ❖ Currently the Family Risk Factors Worksheet (December 2015)
- ❖ The responses will be manually entered in ABC, and ABC will pre-populate this information to the QSI electronic system
- ❖ Waiver: Information will be updated by the WSC if/when changes occur and confirmed by QSI assessor upon completion of each new QSI



ACLM2 (cont.)

- ❖ Waiting list: Information will be updated by APD staff designated by ROM
- ❖ Appropriate responses for those in Family Home include
 - ❖ Y = Yes
 - ❖ N = No
- ❖ Appropriate responses for those in any other living setting/program component are limited to
 - ❖ Z = Not Applicable



ACLM2 (cont.)

- ❖ For waiting list, the questions are to be phrased as what is currently going on or expected to occur during the next 12 months
 - ❖ Example: Are your health care issues currently preventing you from meeting the individual's health and safety needs? **OR** In the next 12 months, will your health care issues prevent you from continuing to provide the same level of care and supervision needed by the individual?
 - ❖ Example: Are you currently unemployed or underemployed as a result of caregiving responsibilities? **OR** Do you expect to become unemployed or underemployed in the next 12 months as a result of caregiving responsibilities?



ACLM2 (cont.)

- ❖ For waiver, the questions are to be phrased as what may be expected to occur during the next 12 months **OR** what would be the case without Waiver services
- ❖ Example: Is the caregiver currently experiencing health issues, which may worsen during the next 12 months and result in the inability to remain caregiver? **OR** If caregiver has significant health issues, would those health issues prevent caregiver from remaining primary caregiver without Waiver supports in place?



ACLM2 (cont.)

- ❖ Example: Is the caregiver at risk for unemployment or underemployment related to caregiving responsibilities as a result of increased care/supervision needs for the individual (either due to loss of school/state plan services or due to deteriorating condition of the individual) in the next 12 months? **OR** Is the caregiver's current employment status dependent upon waiver services at this time?



ACLM2 (cont.)

LEGAL REPRESENTATIVE	SURROGATE (Y/N)	<input type="checkbox"/>	END DATE	<input type="text"/>	STANDBY APPOINTED(Y/N)	<input type="checkbox"/>
LAST NAME	<input type="text"/>		FIRST NAME	<input type="text"/>		
AGENCY	<input type="text"/>					
AGENCY REP LAST NAME	<input type="text"/>		AGENCY REP FIRST NAME	<input type="text"/>		
ADDRESS	<input type="text"/>					
CITY	<input type="text"/>		STATE	<input type="text"/>	ZIP	<input type="text"/>
PHONE DAY	<input type="text"/>	<input type="text"/>	PHONE EVENING	<input type="text"/>	<input type="text"/>	<input type="text"/>
EMAIL	<input type="text"/>		RELATIONSHIP	<input type="text"/>	CELL PHONE <input type="text"/> <input type="text"/> <input type="text"/>	
			R=RELATIVE N=NONRELATIVE P=PROVIDER			

- ❖ Ability to track the Legal Representative cell phone number in ABC and QSI
- ❖ WSC is responsible for entering this information for their waiver clients and APD staff for non-waiver clients



ACLM3

Changes to ACLM3

ACLM3	ALLOCATION, BUDGET AND CONTRACT CONTROL SYSTEM	DATE 08/21/14
	CLIENT MAINTENANCE PAGE THREE	TIME 13:04
ACTION <input type="checkbox"/>	(A, C, V, M, 1, 2, 3, 4, 5, S, B)	
CLIENT ID <input type="text"/>		MWE UPDATE DATE <input type="text"/>
CLIENT NAME		
DID THE FAMILY MOVE TO FL DUE TO PARENT/LEGAL REPRESENTATIVE MILITARY ASSIGNMENT? Y/N <input type="checkbox"/>		
IF YES, DID APPLICANT RECEIVE SERVICES FROM AN HCBS WAIVER IN ANOTHER STATE? Y/N <input type="checkbox"/>		
LEVEL OF CARE ELIGIBILITY <input type="checkbox"/>	A=OPTION A B=OPTION B C=OPTION C	
ORIGINAL MWE DATE <input type="text"/>	MWE UPDATE DATE <input type="text"/>	

- ❖ Ability to track whether a client's family moved to FL because of a military reassignment and if the client received waiver services in another state
- ❖ Ability to track the level of care eligibility from the waiver eligibility worksheet in ABC and QSI
- ❖ Ability to track the date the original waiver eligibility worksheet is signed and subsequent dates



ACLM3 (cont.)

A screenshot of a form with two main sections: 'PRIMARY DISABILITY' and 'SECONDARY DISABILITY'. The 'PRIMARY DISABILITY' section includes fields for 'IQ: SCORE' and 'IND'. The 'SECONDARY DISABILITY' section has a large, empty text input field highlighted with a green border. The form has a grey header and a blue vertical bar on the right side.

- ❖ Screen now allows for two characters in primary and secondary disability codes
- ❖ Primary disability valid values:
 - 1 Intellectual Disability (Requires IQ); 2 Cerebral Palsy; 4 Autism; 5 High Risk; 8 Spina Bifida; 9 Prader-Willi Syndrome; and, 10 Down Syndrome
- ❖ If IQ is changed to 999, an explanation will be required (see green box on screen shot)



ACLM3 (cont.)

- ❖ High Risk (05):
 - ❖ Will ONLY be allowed for children 3 and 4 years of age
 - ❖ May ONLY be used as primary disability prior to addition to WL or waiver enrollment
 - ❖ MUST be changed to another primary disability or denied APD eligibility at age 5
 - ❖ May not be used as secondary or “Other”



ACLM3 (cont.)

- ❖ If primary diagnosis is Intellectual Disability (01), an IQ is required and the IQ can be between 0-70
- ❖ If primary diagnosis is No Disability (00), secondary must be Intellectual Disability (01) and an IQ between 71-85 is required
- ❖ No Disability (00) may only be used as a secondary disability when primary is 01



ACLM3 (cont.)

MAJOR LIFE ACTIVITIES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
70=SELF-CARE	71=UNDERSTANDING AND USE OF LANGUAGE	72=LEARNING	73=MOBILITY						
74=SELF-DIRECTION	75=CAPACITY FOR INDEPENDENT LIVING								
HANDICAPPING CONDITIONS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21=AMBULATORY DEFICITS	22=SENSORY DEFICITS	37=CHRONIC HEALTH PROBLEMS							
24=BEHAVIOR PROBLEMS	4=AUTISM	2=CEREBRAL PALSY	33=EPILEPSY						
9=PRADER-WILLI SYNDROME	8=SPINA BIFIDA	10=DOWNS SYNDROME							

- ❖ Ability to track up to six major life activities from the waiver eligibility worksheet in ABC and QSI
- ❖ Ability to track up to 10 consumer handicapping conditions from the waiver eligibility worksheet in ABC and QSI
- ❖ Ability for the new ABC fields/values to be loaded to other APD systems (caregiver information, handicapping conditions, major life activities, legal rep cell phone, level of care eligibility, current waiver eligibility worksheet date)



ACLM3 (cont.)

MENTAL HEALTH DIAGNOSIS					
40=ADJUSTMENT DISORDER	41=ANXIETY DISORDER	42=PTSD	43=BIPOLAR	44=ALZHEIMER'S	
45=DEPRESSIVE DISORDERS	48=DEMENTIA	49=ADHD	50=SCHIZOPHRENIA/PsYCHOTIC DISORDERS		
51=PERSONALITY DISORDERS/PARANOIA	52=OCD	53=ORGANIC BRAIN SYNDROME (OBD)			
54=SUBSTANCE ABUSE DISORDERS	55=EATING DISORDERS	56=SLEEP DISORDERS			
57=IMPULSE CONTROL/CONDUCT DISORDERS	60=MEDICATION INDUCED MOVEMENT				
61=OTHER	<input type="text"/>				

RISKS				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
01=SUICIDE RISK	02=HOMICIDE RISK	03=RISK OF VICTIMIZATION	04=CRIMINAL BEHAVIOR OR HISTORY	
05=ELOPEMENT RISK				

BEGIN

- ❖ Mental Health Diagnosis
 - ❖ New addition to ABC
 - ❖ Previously only DD/ID diagnoses entered and no way to determine who was dually diagnosed
 - ❖ To be populated manually by WSC
 - ❖ Up to six diagnostic codes can be entered
 - ❖ If diagnosis is Other (61), explanation is required



ACLM3 (cont.)

❖ Risks

- ❖ New addition to ABC
- ❖ Offers an immediate “red flag” for further assessment and planning
- ❖ Based upon history of past occurrence
- ❖ To be populated by the WSC
- ❖ Up to four risk codes can be entered



ACLM3 (cont.)

PROGRAM COMPONENT	<input type="text"/>	<input type="text"/>
LEVEL OF CARE	DDC	<input type="text"/>
DISABILITY CATEGORY		
	BUDGET CATEGORY	<input type="text"/>

- ❖ This is the Level Of Care used for individuals residing in a Developmental Disabilities residential facility and is different than the new LOC field added at the top of the ACLM3 screen used to determine the client's waiver eligibility
- ❖ The codes haven't changed



ACLM4

- ❖ No changes were made to the screen
- ❖ Ability to obtain report for all clients whose caregiver is 70 years of age or more and whose WL priority category is greater than 4 to determine need for change in priority category
- ❖ Ability to obtain report of all clients in priority category 7 who are 21 years of age or older



Questions and Answers

