

QUALIFIED ORGANIZATION (QO) ADVISORY #2022-005
EMPLOYMENT AND BENEFIT DATA IN APD ICONNECT

ACTION REQUIRED

EFFECTIVE DATE: DECEMBER 2, 2022

Waiver Support Coordinators (WSCs) and Consumer-Directed Care Plus (CDC+) Consultants are responsible for entering and updating all demographic and other related client information in APD iConnect. This advisory is to remind Qualified Organizations (QOs) that pursuant to Rule 65G-14.003, Florida Administrative Code (F.A.C.), “Not maintaining updated and accurate contact and demographic information for clients and legal representatives in iConnect,” may result in an ethical and professional violation.

Please ensure social security benefit information and other demographic information are updated for all clients in iConnect by **February 10, 2022**.

Instructions on how to update client employment and benefit data can be found in [WSC Advisory 2019-037](#).

Thank you for your continued support in ensuring client information is accurate.