INFORMATIONAL

EFFECTIVE DATE: *FEBRUARY 15, 2017*

Effective February 15, 2017, there will be two new fields in the iBudget SAN system. These fields will enable the Agency to identify and prioritize SAN requests that are a result of iBudget Implementation at the time of the annual support plan and those where the SAN is requested due to a change in the individual's condition outside of the annual support plan process. SAN requests for individuals new to the waiver and those that are a result of iBudget Implementation at the time of the annual support plan where the total cost plan requested exceeds $35,000 will be transmitted automatically to the APD State Office in the online system. The WSC iBudget/SAN System Guide has been updated with this information and is posted online at: http://apd.myflorida.com/ibudget/users.htm.

In the WSC Processing Section, there is a new field that is labeled "SAN requested due to updated algorithm."

The WSC will choose "Yes" or "No" from the drop down as follows:

- Choose **"Yes"** when the WSC received an updated algorithm amount from APD and completed the Amount Implementation Meeting (AIM) process. The AIM process from the updated algorithm resulted in the individual's request for funds over the updated algorithm amount.

- Choose **"No"** when the WSC is processing a SAN and a new algorithm was not needed. This may be situations where the individual previously received their *Notice of iBudget Amount* and needs a one-time service such as an environmental accessibility adaption or the individual experienced a change in their needs, but those changes did not warrant an updated QSI, change in living setting, or change in age.

If the WSC chooses "Yes" from the drop down, the WSC will choose the reason for the AIM in a drop down as follows:

New Algorithm Calculated for Annual Support Plan – Choose this option when a SAN is being requested as part of implementation of the new algorithm at the time of the annual support plan.

Algorithm Recalculated due to a SAN Request – Choose this option when a SAN is being requested because the Agency recalculated the algorithm when the individual had a change in age, living setting, or QSI.

Algorithm for New Waiver Enrollee – Choose this option when a SAN is being requested for a new waiver enrollee who received their first algorithm. For this scenario the individual has not received a *Notice of Initial iBudget Amount.*

The iBudget/SAN system User Guide also has been updated to include information that better clarifies the SAN Services Section starting on page 12. WSCs who have questions regarding iBudget Implementation can email iBudgetQuestions@apdcares.org.