

WSC ADVISORY #2021-018
REMINDER REGARDING SERVICE AUTHORIZATION REPORT

ACTION REQUIRED

EFFECTIVE DATE: JUNE 2, 2021

This advisory is a reminder for Waiver Support Coordinators (WSCs) to send any available service authorization reports to providers for FY 2021-2022 as soon as possible. The agency will continue to work on validating any pending plans so that providers can receive authorizations before July 1 for FY 2021-2022.

WSCs must ensure that plans pass validation before creating or updating an authorization. WSCs must create an authorization for any newly added services or update authorizations for any changed services on the FY 2022 plan. Failure to update authorizations correctly may prevent the funds from returning to the client's budget.

[Per WSC Advisory 2020-024](#), the APD iConnect Service Authorization Report is in the iBudget system as a temporary workaround until revisions to the APD iConnect report are complete. To access the report in iBudget, click "Help," then double-click "Here for User Guides," and then "iConnect Service Authorization Report" in the left side menu. Upon clicking the iConnect SA Report, the WSC will be asked to enter their credentials. When building the report, search parameters may be used for Consumer, Provider, and/or Status. This is where WSC Agency Owners may run reports for their entire agency.

[Click here](#) to find resources on the WSC Library page. If you have a question or need help with an issue in APD iConnect, please call the APD iConnect Support Desk at 1-800-353-5168.