



TO: AAA Executive Directors **NOTICE#:** **061608-1-I-SWCBS**
FROM: E. Douglas Beach, Ph.D., Secretary
DATE: June 16, 2008
SUBJECT: Notice of Instruction: Clarification of the Revised Assessed Priority Consumer List (APCL) Policy and Priority Criteria for Program Enrollment

The purpose of this notice is to provide clarification of NOI #041708-1-I-SWCBS dated April 17, 2008. This policy clarifies that assessment, Form 701C, does not generate a priority ranking score for the APCL and is only used to assess a client's need for congregate meals or nutrition counseling services.

The following section of the NOI is revised as follows:

Consumer Enrollment on an APCL

The following are requirements for APCL maintenance:

Consumers receiving one or more OAA registered services and having CIRTS Enrollment Screen program status codes set to "ACTV" for OAA and "APCL" for any DOEA-funded program

- a. Consumers, regardless of priority ranking score, will be re-screened annually using Form 701B, Assessment Type "O." As noted, this also applies to CS and LSP if the providers operate under OAA requirements.
- b. Consumers who are enrolled in OAA, CS or LSP for Congregate Meals or Nutrition Counseling and who are also on the APCL for any DOEA-funded program must be re-screened annually using Form 701A or using Form 701B, Assessment Type "O," in order to generate a priority ranking score for the APCL.
- c. If there is a significant change between annual assessments, an "update" type assessment will reflect a new priority ranking score on the APCL.

If you have any questions, please contact your contract manager. Thank you for your continued support of elders and caregivers.

4040 ESPLANADE WAY
TALLAHASSEE
FLORIDA, 32399-7000

phone 850.414.2000
fax 850.414.2004
TDD 850.414.2001

<http://elderaffairs.state.fl.us>