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CCE Lead Agency – CARES, Pasco County

60-Day Requirements

Programmatic:

1. All 701B annual reassessments determined to be due in July 2023 and August 2023 must be completed correctly and within the requirements as set forth by the Florida Department of Elder Affairs Programs and Services Handbook.
2. On August 15, 2023, a random selection of client case files across all three General Revenue programs will be monitored using the standard file monitoring tools. Files will be reviewed to ensure all required Department of Elder Affairs requirements and standards are met. These include but are not limited to: two-week follow-ups completed timely and appropriately, annual reassessments and semi-annual reassessments completed on time and documented appropriately, files contain appropriate and completed care plans, documented client complaints or concerns are appropriately addressed in a timely manner, documented client needs are addressed timely, and all high-risk APS referral standards and requirements were followed and met, per the Adult Protective Services Referrals Operations Manual and the Florida Department of Elder Affairs Programs and Services Handbook.
3. In accordance with the requirements for CCE client eligibility, as stated in the Florida Department of Elder Affairs Programs and Services Handbook, appropriate policies and procedures must be created and submitted by July 1, 2023, addressing how CARES will identify potential Medicaid eligible CCE clients through the assessment instrument and refer them to apply for the Statewide Medicaid Managed Care Long-Term Care (SMMC LTC) Program. Policies and procedures must address how active CCE clients, who have been released from the Enrollment Management System (EMS) and are pending SMMC LTC Program eligibility determination, will be tracked by case managers. Policies, procedures, and case manager actions over the 60-day period must reflect adherence to CCE eligibility requirements for individuals enrolled in CCE that have been terminated from the Medicaid waiver eligibility process for not meeting the required timeframes as set forth in the Department of Elder Affairs Programs and Services Handbook.
4. In accordance with requirements set forth in the standard contract, CARES must submit an accurate and complete surplus-deficit report and related narrative justifying their understanding of their case management and case aide allocation, and their spending authority for service vendors for all State General Revenue programs. Due dates are determined by the standard CCE contract.
5. Over the 60-day period, CARES must demonstrate sufficient case management staffing levels to serve the current case load across all General Revenue Programs following case load recommendations outlined in the Request For Proposal and in order to meet all contractual requirements.

Fiscal:

6. CARES must provide monthly financial statements to AAAPP that reflect their current cash position. Financial Statements must include Year to Date: Statement of Financial Position, Statement Activities

and a Cash Flow Statement beginning the month ending May 31, 2023, by the 10th of the following month.

7. Maintain 30 days of operating cash on hand each month beginning July 1, 2023. This will be verified by the financial statements submitted.
8. On June 15, 2023, CARES must submit a monthly spending plan for all General Revenue Contracts for the contract year ending June 30, 2024, including a narrative on how they will work within their monthly budgets to ensure funding will be available throughout the contract year to provide continuity of client services.