

Checklist – Life Skills Development 3 (ADT)

Your review period is: _____

EXCEPT for Daily Attendance Logs which should be submitted for 6 months only: _____

Please see entire Discovery Review Tool at <https://florida.qlarant.com/>.

For services provided and billed during the period under review, please submit the following documents.

- ☐ Daily Attendance Logs (6-months only)
- ☐ Implementation Plans (IP) (current and previous)
- ☐ Data indicating IP is being followed as written
- ☐ Current IP is provided to person / legal representative
- ☐ Support Plans (current and previous)
- ☐ Quarterly/Monthly Summaries and Annual Report (review period)
- ☐ Service Authorizations (review period)
- ☐ Documentation for services rendered and billed at ratios below 1:6-10 (if applicable)
- ☐ Documentation to support informing individuals of supported employment and other competitive employment opportunities
- ☐ Documentation to support ongoing choices and preferences
- ☐ Documentation to support ongoing rights education
- ☐ Documentation concerning ongoing physical, behavioral/emotional health
- ☐ Documentation to support submitting all required documents to the Support Coordinator (review period)