

Checklist - Personal Supports

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

For services provided and billed during the period under review, the following will be reviewed:

- Service Logs
- Service Authorizations (review period)
- Support Plans (current and previous)
- If you are billing the Agency rate, please provide payroll documentation for the 6-month review period to confirm withholding of Federal income tax, FICA and FUTA, for at least two employees enrolled to render iBudget waiver services
- For any individuals also receiving Supported Living Coaching, provide documentation of ongoing coordination between the two services (review period)
- For any individuals for whom you are billing by the quarter hour above the daily rate, provide supporting documentation of approval
- Documentation to support ongoing rights education to the person/legal representative
- Documentation concerning ongoing physical, behavioral/emotional health
- Documentation to support ongoing choices/preferences
- Documentation to support ongoing progress towards or achievement of Support Plan goals/outcomes
- Documentation to support increased ongoing community participation and involvement based on his/her interests