

Checklist – Life Skills Development 4 – Prevocational Services

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:

- Daily Attendance Logs
- Implementation Plans (IP) (current and previous)
- Documentation demonstrating the IP is being followed as written
- Documentation when the Current IP is provided to person / legal representative
- Support Plans (current and previous)
- Documentation of the date when the Support Plan was received
- 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 to the person/legal representative
- Documentation concerning ongoing physical, behavioral/emotional health