

ATTACHMENT A

County Letterhead

Date

Family Address

Dear (Family),

I am writing to inform you of a change being made related to children receiving long-term support services through the Medicaid home and community-based services waivers. Let me begin by assuring you that these changes will not in any way affect the services your child is currently receiving and will not affect future services your child may receive. The State of Wisconsin now has three Children's Long-Term Support (CLTS) waivers available. These waivers are similar to the Community Integration Program (CIP) waiver through which your child is currently receiving funding for services and supports. The waivers are governed by the same policies, procedures, and eligibility criteria.

We are in the process of switching all children to the CLTS waivers effective **GIVE DATE**. The reason for this change is to simplify administration of programs for children and families. Your child's services and service plan will remain the same. This change will have no impact on future service options for your child and family. Your support and service coordinator may meet with you in the future to update any necessary paperwork related to this change and to answer any questions you may have.

The CLTS waivers will continue to focus on meeting the outcomes of your child and family in developing a service plan that best meets your needs. If you have any questions specific to your child and family's situation, your support and service coordinator **fill in coordinator's name here** will address these questions when meeting with you.

If you are interested in learning more about the CLTS waivers, please visit the website at www.cltswisconsin.org.

Sincerely,

Name

Title