Children's Long-Term Support Functional Screen Teleconference

Bureau of Children's Services (BCS)
Division of Medicaid Services (DMS)
August 8, 2024

WISCONSIN DEPARTMENT *of* **HEALTH SERVICES**

Agenda

- Questions received regarding functional screen clinical instruction updates

- Functional screen changes

- Resources

- Outreach

Teleconference Information

Accessing teleconference materials

- We will send GovDelivery message with a copy of the PowerPoint.

- We will post a recording of this teleconference on our [Vimeo](#) site.

Questions Received: Functional Screen Clinical Instruction Updates

Mary Schlaak Sperry

Functional Screen Clinical Instruction Updates - 2024

Children's LTS FS Clinical Instructions

The Children's Long-Term Support Functional Screen (CLTS FS) clinical instructions are available both by individual module and as a complete document. Please note that the complete document is a large file and may take awhile to download, especially if you are using a modem.

Children's Long-Term Support Functional Screen and Clinical Instruction Updates, P-03083 (PDF) (May 2024)

View or print the complete set of clinical instructions:

CLTS FS Clinical Instructions, P-00936 (Word)

View or print by module:

Module 1: Overview of the CLTS FS
Module 2: Informational Pages
Module 3: Diagnoses
Module 4: Mental Health
Module 5: Behaviors
Module 6: ADLs and IADLs
Module 7: School and Work
Module 8: Health-Related Services (HRS)
Module 9: Screen Time and Notes
Module 10: Functional Eligibility Results
Module 11: Resources for Certified Screeners

Back to: Wisconsin's Functional Screen Home Page

Questions Received Module 1.4: Screening and Interview Process

- Edited to direct screeners to program-specific guidelines regarding visit requirements.

- Look to individual program manuals for visit details (who, when, where).

Questions Received
Module 1.6: The NFE Process

- Complete an internal review with lead screener.

- If screen remains not functionally eligible (NFE), contact the Wisconsin Department of Health Services (DHS) with NFE results as soon as possible.

- Respond to DHS questions regarding the screen.

- Let DHS know if eligibility changes.

Modules 3 & 4 Diagnosis/Mental Health Diagnoses

- Updated language regarding permanent changes to mental health diagnosis verification.

- A diagnosis needs to be:
  - Current
  - Made with someone with knowledge, expertise, and credentials to make a mental health diagnosis
  - Made using standardized tools/criteria

Modules 3 & 4 Diagnosis/Mental Health Diagnoses

- If previous have been verified by talking with the parent/guardian or by seeing information in MyChart or other records, then the diagnosis is allowable to be listed on the Children's Long-Term Support (CLTS) Functional Screen (FS).

Modules 3 & 4 Diagnosis/Mental Health Diagnoses

- Clarified language on who can diagnosis across settings and diagnoses.
  - ♦ School and Birth to 3 records may by used for diagnoses if records show they were made by qualified professionals (school psychologist, speech therapist, physical therapist) including developmental delay.
  - ♦ Autism spectrum disorder needs to be a medical diagnosis.

Updates to Module 5: Behaviors

- ## 5.3 Frequency of Behaviors

   Re-emphasized that medication should **not** be considered when looking at behavior frequencies if the child would not have current services in place.

   This is not a change to the instructions, but an emphasis.

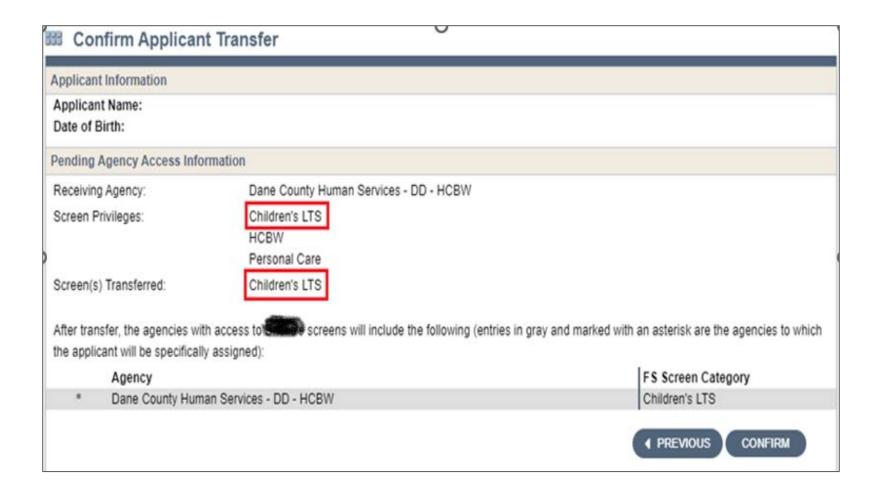- ## 5.4 Current Intervention Category - Medical Professional Interventions

5.4 Current Intervention Category - Medical Professional Interventions

- Professional medical treatment

- Regular professional therapeutic treatment/intervention (school professionals, Comprehensive Community Services (CCS), mental health wraparound)

- Regular use of protective gear

5.4 Current Intervention Category - Medical Professional Interventions

- Environmental limitations

- Constant supervision ("within arm's reach")

- Interventions taught/recommended to parents/caretakers and used

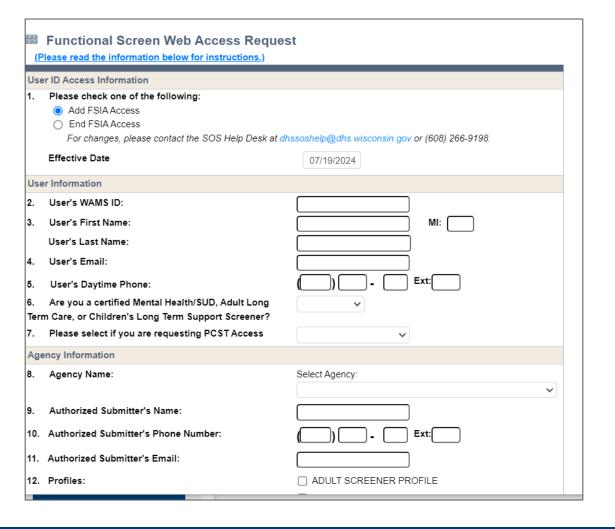- Evidence-based Interventions parents/caretakers have sought out and used

Updates to Module 11: Resources for Certified Screeners - Screen Transfers

Updates to Module 11: Resources for Certified Screeners - Access

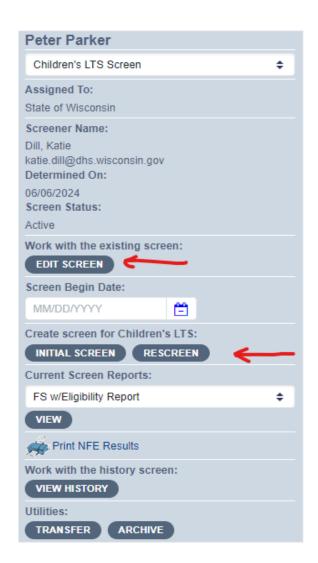# Updates to Module 11: Resources for Certified Screeners - Access

Preview Functional Screen Changes

Katie Dill

Functional Screen Enhancements

"My Recent Screens" page

Hover text will display descriptions of "EDIT SCREEN", "INITIAL SCREEN", and "RESCREEN" buttons.

Peter Parker

Children's LTS Screen

Assigned To:
State of Wisconsin

Screener Name:
Dill, Katie
katie.dill@dhs.wisconsin.gov
Determined On:
06/06/2024
Screen Status:
Active

Work with the existing screen:
EDIT SCREEN

Screen Begin Date:
MM/DD/YYYY

Create screen for Children's LTS:
INITIAL SCREEN   RESCREEN

Current Screen Reports:
FS w/Eligibility Report

VIEW

Print NFE Results

Work with the history screen:
VIEW HISTORY

Utilities:
TRANSFER   ARCHIVE

Functional Screen Enhancements

- Mental Health WRAP Around will no longer be listed as a possible program on the "Individual Information" page or the "Eligibility Results" page.

- All instances of substance abuse will be changed to substance use throughout the screen.

Functional Screen Enhancements

- Need for assistance to work will only appear and be required for individuals older than 14 years of age.

- On the "Eligibility Results" page, the transfer to iChange and "Confirm" buttons will be disabled in instances of NFE results. Instead, a prompt will appear to contact DHSCLTSFS@dhs.wisconsin.gov for review.

Turning on the Functional Eligibility Requirement

- Starting 7/1/24, the CLTS enrollment wizard in ForwardHealth requires functional eligibility that covers the entire enrollment period to add or update enrollment.

- When entering or updating enrollment the enrollment wizard will make a call to Functional Screen Information Access (FSIA) to check for new screen information and will load the results if found.

- Missing functional eligibility or NFE results will not result in automatic disenrollment.

Turning on the Functional Eligibility Requirement

- If functional eligibility does not exist to cover the entire enrollment period, the user will receive an error message and not be able to continue.

- Contact the Technical Assistance Center (TAC) inbox if you receive this error and need eligibility extended.

  Common scenarios that may need DHS assistance:

  - Child has a gap in eligibility in the past.
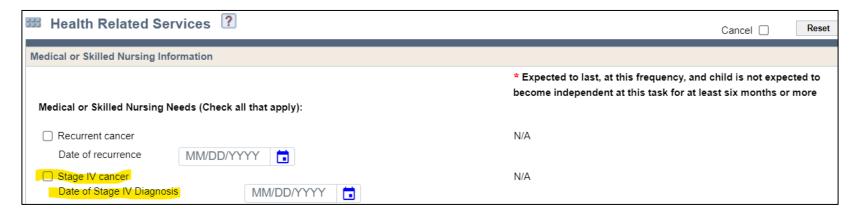 - Child needs to be disenrolled but no longer has functional eligibility.

Turning on the Functional Eligibility Requirement

- If a child is screened late but remains eligible FSIA will send backdated eligibility for up to three months.

- If the system does not find the child in FSIA or is not displaying the results of the most recent screen, please contact the FSIA/PPS SOS helpdesk at dhssoshelp@dhs.wisconsin.gov.

Functional Screen Enhancements

- Rare and extreme questions have been modified to match functional screen clinical instruction descriptions.

- Examples added on screen to "Does not use Language to share information" within the communication instrumental activities of daily living (IADL).

- Social competency question "Presenting behaviors interfere with the ability to form/maintain relationships?" fixed to display correctly.

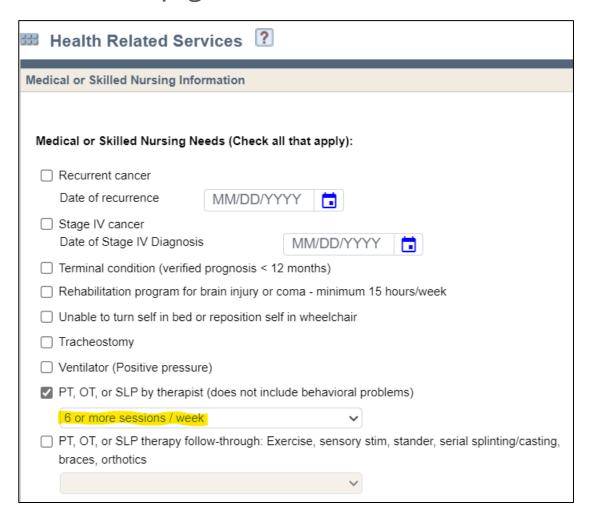- Enhanced learning and communication tests to include new and updated tests.

Functional Screen Enhancements: High-Risk Cancer
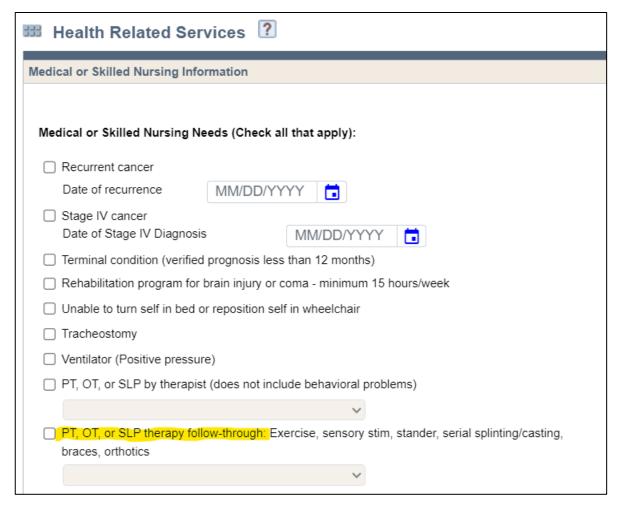
Stage IV cancer will transition to high-risk cancer.

The criterion has already been updated within the clinical instructions, and it will now read high-risk cancer on the screen rather than stage IV cancer.

Functional Screen Enhancements: Therapy

Frequency threshold for therapy will be decreased from 6 to 5 sessions per week.

Functional Screen Enhancements: PT, OT, or SLP

If the child is receiving physical therapy (PT), occupational therapy (OT), or speech language pathology (SLP) therapy, the screener will be directed to answer the therapy follow-through question.

Resources

Katie Dill

Resources for Leads and Screeners

- [Learning Center UW-Oshkosh](#)

- [CLTS Functional Screen Clinical Instructions](#)

- [Wisconsin's Functional Screen webpage](#)

- [DHS CLTS FS Staff email](#)

- [SOS Help Desk email](#)

- SOS Phone: 608-266-9198

Wisconsin Functional Screen Webpage

Resources for Children's Long-Term Support (CLTS) Functional Screen screeners

- CLTS FS Clinical Instructions (Updated September 8, 2021)
- Children's Long-Term Support Functional Screen and Clinical Instruction Updates, P-03083 (PDF)
- Institutional Levels of Care: Children's Long-Term Support Programs in Wisconsin, P-03027 (PDF)
- Sign up for email updates
- Tools and Guides for CLTS FS Screeners
  - Creating a Document of Age-Dependent ADL and IADL Questions (FSIA), P-03470 (PDF)
  - Creating Timeline Reports in Functional Screen Information Access (FSIA), P-03295 (PDF)
  - Diagnosis Cue Sheet, P-00920 (PDF)
  - Norm-Referenced Assessment Tools for Communication and Learning, P-00933 (PDF)
  - Paper Form, F-00367 (PDF)
- Screener Certification On-line Course
- Child Development Modules: Typical and Atypical Development

CLTS FS teleconferences

Upcoming	+

Previous	+

Upcoming Outreach Dates

Katie Dill

2024 Teleconference Schedule

- [BCS Statewide Conference: Connecting for Kids](#)

    Tuesday & Wednesday, November 5-6, Chula Vista, Wisconsin Dells

- CLTS FS quarterly teleconference

    Thursday, November 14