

Children's Long-Term Support Functional Screen Teleconference

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

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 be 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

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- 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

Confirm Applicant Transfer

Applicant Information

Applicant Name:
Date of Birth:

Pending Agency Access Information

Receiving Agency: Dane County Human Services - DD - HCBW

Screen Privileges: **Children's LTS**
HCBW
Personal Care

Screen(s) Transferred: **Children's LTS**

After transfer, the agencies with access to **Children's LTS** screens will include the following (entries in gray and marked with an asterisk are the agencies to which the applicant will be specifically assigned):

| Agency | FS Screen Category |
|--|--------------------|
| * Dane County Human Services - DD - HCBW | Children's LTS |

← PREVIOUS CONFIRM

Updates to Module 11: Resources for Certified Screeners - Access





State of W I S C O N S I N

Human Services System Gateway

[Add this Page to Fav](#)

**** Production Environment ****

This page lists the applications that are used to determine functional and financial eligibility for various programs across the State of Wisconsin. The functional eligibility is determined for Adult, Children's and Mental Health programs. The financial eligibility includes FoodShare, Medicaid, SeniorCare, SSI Care Taker Supplement, Wisconsin Works and Child Care Programs.

| | | |
|---|--|---|
|  <p><u>FSIA - Production</u> Functional Screen Information Access (Production Environment)</p> |  <p><u>PPS - Production</u> Program Participation System (Production Environment)</p> | <p><u>WAMS</u> To access PPS / CWW / FSIA, signup for a Web Management System (WAMS) ID.</p> |
|  <p><u>FSIA - Request Access</u> To complete a <u>printable form</u> that you can submit to your agency's security officer to get access to FSIA</p> |  <p><u>PPS - Request Access</u> To complete a <u>printable form</u> that you can submit to your agency's security officer to get access to PPS</p> |  <p><u>WISA</u> Wisconsin Integrated Security Application</p> |
| <p>Technical Information</p> <ul style="list-style-type: none">• Agency Workstation Requirements |  <p><u>PPS - Training</u> Program Participation System (Training Environment)</p> |  <p><u>CWW</u> CARES Worker Web</p> |

Updates to Module 11: Resources for Certified Screeners - Access

Functional Screen Web Access Request
[\(Please read the information below for instructions.\)](#)

User ID Access Information

1. Please check one of the following:

Add FSIA Access
 End FSIA Access

For changes, please contact the SOS Help Desk at dhssoshelp@dhs.wisconsin.gov or (608) 266-9198.

Effective Date:

User Information

2. User's WAMS ID:

3. User's First Name: MI:

User's Last Name:

4. User's Email:

5. User's Daytime Phone: - Ext:

6. Are you a certified Mental Health/SUD, Adult Long Term Care, or Children's Long Term Support Screener?

7. Please select if you are requesting PCST Access

Agency Information

8. Agency Name: Select Agency:

9. Authorized Submitter's Name:

10. Authorized Submitter's Phone Number: - Ext:

11. Authorized Submitter's Email:

12. Profiles: ADULT SCREENER PROFILE

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 DHSCLOTSFS@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 screenshot shows a web form titled "Health Related Services" with a "Cancel" button and a "Reset" button. The form is divided into a section titled "Medical or Skilled Nursing Information". Below this, there is a heading "Medical or Skilled Nursing Needs (Check all that apply):". There are two main rows of input fields:

- The first row has a checkbox for "Recurrent cancer" and a date field labeled "Date of recurrence" with a placeholder "MM/DD/YYYY" and a calendar icon. To the right of this row is the text "N/A".
- The second row has a checkbox for "Stage IV cancer" (highlighted in yellow) and a date field labeled "Date of Stage IV Diagnosis" (highlighted in yellow) with a placeholder "MM/DD/YYYY" and a calendar icon. To the right of this row is the text "N/A".

At the top right of the form area, there is a note: "* Expected to last, at this frequency, and child is not expected to become independent at this task for at least six months or more".

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

Health Related Services ?

Medical or Skilled Nursing Information

Medical or Skilled Nursing Needs (Check all that apply):

- Recurrent cancer
Date of recurrence
- Stage IV cancer
Date of Stage IV Diagnosis
- Terminal condition (verified prognosis < 12 months)
- Rehabilitation program for brain injury or coma - minimum 15 hours/week
- Unable to turn self in bed or reposition self in wheelchair
- Tracheostomy
- Ventilator (Positive pressure)
- PT, OT, or SLP by therapist (does not include behavioral problems)
- PT, OT, or SLP therapy follow-through: Exercise, sensory stim, stander, serial splinting/casting, braces, orthotics

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

Functional Screen Enhancements: PT, OT, or SLP

Health Related Services ?

Medical or Skilled Nursing Information

Medical or Skilled Nursing Needs (Check all that apply):

- Recurrent cancer
Date of recurrence
- Stage IV cancer
Date of Stage IV Diagnosis
- Terminal condition (verified prognosis less than 12 months)
- Rehabilitation program for brain injury or coma - minimum 15 hours/week
- Unable to turn self in bed or reposition self in wheelchair
- Tracheostomy
- Ventilator (Positive pressure)
- PT, OT, or SLP by therapist (does not include behavioral problems)
- PT, OT, or SLP therapy follow-through:** Exercise, sensory stim, stander, serial splinting/casting, braces, orthotics

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](#)^{en}
- 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](#)^{en}
- [Child Development Modules: Typical and Atypical Development](#)^{en}

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