



Children's Long-Term Support Functional Screen Clinical Instruction Updates

The Wisconsin Department of Health Services (DHS) has completed an update to the Children's Long Term Functional Screen (CLTS FS) Clinical Instructions. Enhancements were made across all modules of the instructions.

The Children's Long Term Support Functional Screen is a tool used to determine functional eligibility for long term support programs in Wisconsin.

The Bureau of Children's Services (BCS) has established the Children's Functional Screen Team to assure county waiver agencies follow the requirements for evaluating and reevaluating an applicant's/participant's institutional level of care, consistent with the protocols specified in the approved CLTS Waiver Program.

These enhancements **WILL** aide in improving the accuracy, clarity, and readability of the CLTS FS Clinical Instructions resulting in reduced timelines to eligibility determinations for Children's Long Term Care programs.

These enhancements **WILL NOT** result in changes to the fundamental eligibility requirements for Children's Long Term Care programs.

Accuracy and Clarity:

- Updated current program specific guidelines for visit requirements (Module 1).
- Added specificity to language surrounding initial and rescreen types (Module 1).
- Clarified language surrounding diagnoses and who's diagnoses is accepted (Module 3).
- Revised verification requirements of mental health diagnoses due to policy changes implemented during the COVID-19 pandemic (Module 3.5).
- Streamlined terminology surrounding mental health and medical diagnoses to reflect current guidance in these fields (Modules 5 & 8).
- Added instructions for transferring a screen to another agency as well as how to obtain access using WAMS forms to reflect current processes (Module 11).

Readability:

- Updated examples throughout the instructions to ensure proper understanding of when/when not to mark deficits.
- Added language throughout the instructions to improve readability and to reflect current medical and technical terminology.
- Removed redundancies and improved readability and clarity of the instructions.

Next Steps

- CLTS FS Clinical Instruction Updates went live May 9, 2024.
- CLTS FS 2024 Quarterly Teleconferences:
 - May 9, 2024
 - August 8, 2024
 - November 14, 2024