

WSC ADVISORY #2026-004
ANNUAL COST PLAN CONTINUATION PREPARATION
MANDATORY ACTION

EFFECTIVE DATE: MARCH 6, 2026

As part of the annual cost plan continuation process, the Agency for Persons with Disabilities (APD) is sending a series of advisories for preparations being made in iConnect to allow planned services on cost plans for the current Fiscal Year (FY) 2025-26 to continue into FY 2026-27. This advisory informs Waiver Support Coordinators (WSCs), WSC Mentees, and Consumer Directed Care Plus (CDC+) Consultants of steps to take for the current FY 2025-26 plans.

As done in previous years, APD will automate the continuation of plans to FY 2026-27 as much as possible to reduce the workload of WSCs, WSC Mentees, CDC+ Consultants, and APD staff.

No later than March 20, 2026, for clients on their caseloads, WSCs, WSC Mentees, and CDC+ Consultants must complete tasks in iConnect, associated with the scenarios below. The APD Regional office will provide Qualified Organizations (QOs) with a list of plans that require immediate attention that address the following scenarios:

1. **Clients with more than one plan for the same fiscal year.** Clients who have enrolled into the CDC+ program from the iBudget Florida Waiver or returned to the iBudget Florida Waiver from the CDC+ program may have a cost plan for each program. Please confirm that the duplicate plan has end dates associated with planned services/authorizations, verifying only one active plan by June 30, 2026.
2. **Cost plans with no planned services.** Please determine if these clients are still receiving waiver services. If the client does not receive services, contact the appropriate APD Regional office to begin case closure.
3. **Planned services with a county that does not match the county listed in the client's demographics.** For correct service plans to be copied, service plans with **incorrect county** on the Index SubObject (ISO) codes on the planned service screen must need to be ended on March 31, 2026. Corrected service plans begin April 1, 2026.
4. **Incorrect address setup.** Confirm correct regional information and addresses are up to date. The client must have a Residential Address with the Region noted and it must be marked as the primary address.
5. **Planned Services with ISO Mismatch.** For the correct service plan to be copied, service plans with an incorrect waiver enrollment program or county in the ISO codes (e.g., wrong county and IFS instead of Waiver) on the planned service screen need to be ended on March 31, 2026. Corrected service plans begin April 1, 2026.
6. **Clients with a negative balance.** If the cost plan exceeds the client's budget, the WSC, WSC Mentee, or CDC+ Consultant must bring the service plans and authorizations into alignment with the client's budget. Please confirm that service authorizations match the cost plan.
7. **Cost Plans in complete status.** Cost Plans in complete status will not be copied to the new fiscal year. Please review these cost plans and correct as appropriate.
8. **Service Authorizations in Rejected Status.** WSCs and WSC Mentees must remediate

any rejected authorizations. If a client has a Rejected authorization, that planned service will be copied over possibly allowing another Rejected authorization for the upcoming fiscal year.

9. **Cost Plans for CDC+ Waiver Clients with non-generic providers listed for services.** Please identify services for non-generic providers and verify that planned services (excluding Consultant services) contain the “Generic CDC+ Provider.”

CDC+ Waiver Client Plans

CDC+ Consultants must verify each client’s FY 2025-26 planned services in iConnect are in **Pending, Region/State Approved, or No Review Required** status and on a validated plan, verifying the monthly CDC+ budget amount can be established. **Please make certain any plans in Draft or Pending status for CDC+ Clients are submitted in iConnect by March 21, 2026.**

As a resource, WSCs and WSC Mentees may utilize the [iConnect WSC Library](#) to reference all materials with instructions on how to complete these tasks.

- [Chapter 11: Cost Plan of the iConnect Case Management Training Manual](#) provides instructions on updating Cost Plans and Service Plans
 - [APD – iConnect – Cost Plan and Budget](#) TRAIN Florida Module provides instructions on how to review the consumer’s budget, how to create planned services, and how to create authorizations
 - [Cost Plan Rollover Cheat Sheet for WSCs](#) provides instructions on how to prepare Cost Plans for Cost Plan Rollover
 - [Importance of Resolving Rejected Authorizations](#) provides instructions on how to remediate rejected authorizations
 - [Plan Validation Errors Job Aid](#) provides instructions on how to remediate Plan Validation Errors in iConnect
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- iConnect will be offline on **April 2, 2026, from 6:00 PM EDT – 11:00 PM EDT.**
 - When iConnect comes back online, the client’s budget and plan will be hidden from view and will remain hidden until approximately midday on **April 8, 2026.**
 - There will be no access to plans between **April 2, 2026,** and **April 8, 2026,** while cost plans are being copied. During this time, authorizations will not be able to be sent. WSCs, WSC Mentees, and CDC+ Consultants should notify the regional office of any client needs that require immediate attention.

Additional details regarding the FY Cost Plan Continuation will be forthcoming.

APD continues to appreciate the commitment from its partners, providers, and stakeholders to serve Floridians with unique abilities. Should you have any questions regarding the cost plan continuations, please don’t hesitate to reach out to your [Regional Waiver Liaison](#).

Should you have any navigation or training related questions regarding the functionality, please don’t hesitate to reach out to your designated [iConnect trainer](#).