



SYSTEM CHANGE: CHILDREN'S LONG-TERM SUPPORT WAITLIST PPS UPDATES

On January 1, 2021, the Children's Long-Term Support (CLTS) Waiver Program will transition to a statewide model of funding and waitlist management. In order for county waiver agencies (CWAs) to prepare and ensure a smooth transition, the following system updates in the Program Participation System (PPS) are scheduled go into production **Thursday, November 5, 2020.**

1. **Changes to waitlist position calculation logic:**
 - a. The "Individual's Wait List Position" will be changed from county-specific to statewide. The number will continue to be calculated based on the waitlist start date.
 - b. The "Number of Individuals on the Wait List" will be changed from displaying the total for the county to the total statewide.
 - c. If two children have same waitlist start date, the waitlist position will be issued based on the individual who was created first in the PPS application. This system design ensures each child will have a unique position number on the waitlist. Previously, children with the same start date received the same waitlist position number.
 - d. The statewide numbering will be reflected on the "Children's Wait List Agency Report."

2. **New child status:** A new Yes/No field "Child Enrollable?" will be added to the "Wait List Details" page. Children will be marked as enrollable when they have been funded by the Wisconsin Department of Health Services (DHS). Children marked as enrollable will no longer have a waitlist position number. Only DHS can edit this status.
 - a. The enrollable status will be added to the "Wait List Search Results" under "Wait List Management."
 - b. The enrollable status will be added to the "Children's Wait List Agency Report."

3. **Field name change:** The field "Family Declined Services" will be changed to "Deferred Services".



Children's Wait List Details Cancel Reset

Wait List Information

* Responsible Agency: KAN UAT Children Waitlist CLTS Full Access Agency

* Program/Service: Children's Long Term Supports

* Select the requested program(s):
(Check all that apply):
 CLTS - Waiver
 Family Support Program
 COP

Number of Individuals on the Wait List:
(Including Individuals who are Enrollable or Deferred) **223** 1

Individual's Wait List Position: **21**

Child Enrollable? **No** 2

* Start Date: 07 / 08 / 2020

End Date: MM / DD / YYYY

End Reason: ▼

Other Text:

Home Visit Date: MM / DD / YYYY

Deferred Services 3 Services Declined Date: MM / DD / YYYY

Last Updated Date: 07/27/2020 Last Updated By: Robert Kiel

Variance Requested: (Only available after the child is successfully added to the waitlist section)

These changes will be reflected in the next update of the [CLTS Waitlist in PPS Step-by-Step Training Guide, P-00697](#).

If you have questions regarding the system changes, please [email us](#).