ADULT AUTISM WAIVER (AAW) QUARTERLY PROGRESS NOTE (QPN) GUIDANCE

for Behavioral Specialist & Systematic Skill Building Providers

This chart clarifies the dates to include for QPNs to be submitted to SCs for participants in the AAW for the BSS & SSB services ONLY.

The reporting dates are determined based on the Plan Effective Date (PED) for the individual in HCSIS.

Here is an example using a July 16 PED:

MONTH	PLAN EFFECTIVE DATE falls within these dates	Q1 PERIOD	Q1 DUE	Q2 PERIOD	Q2 DUE	Q3 PERIOD	Q3 DUE	Q4 PERIOD	Q4 DUE
JANUARY	January 1-15	1/1-3/31	Apr 10	4/1-6/30	Jul 10	7/1-9/30	Oct 10	10/1-12/31	Jan 10
	January 16-31	2/1-4/30	May 10	5/1-7/31	Aug 10	8/1-10/31	Nov 10	11/1-1/31	Feb 10
FEBRUARY	February 1-15	2/1-4/30	May 10	5/1-7/31	Aug 10	8/1-10/31	Nov 10	11/1-1/31	Feb 10
	February 16-28	3/1-5/31	Jun 10	6/1-8/31	Sep 10	9/1-11/30	Dec 10	12/1-2/29	Mar 10
MARCH	March 1-15	3/1-5/31	Jun 10	6/1-8/31	Sep 10	9/1-11/30	Dec 10	12/1-2/29	Mar 10
	March 16-31	4/1-6/30	Jul 10	7/1-9/30	Oct 10	10/1-12/31	Jan 10	1/1-3/31	Apr 10
APRIL	April 1-15	4/1-6/30	Jul 10	7/1-9/30	Oct 10	10/1-12/31	Jan 10	1/1-3/31	Apr 10
	April 16-30	5/1-7/31	Aug 10	8/1-10/31	Nov 10	11/1-1/31	Feb 10	2/1-4/30	May 10
MAY	May 1-15	5/1-7/31	Aug 10	8/1-10/31	Nov 10	11/1-1/31	Feb 10	2/1-4/30	May 10
	May 16-31	6/1-8/31	Sep 10	9/1-11/30	Dec 10	12/1-2/29	Mar 10	3/1-5/31	Jun 10
JUNE	June 1-15	6/1-8/30	Sep 10	9/1-11/30	Dec 10	12/1-2/29	Mar 10	3/1-5/31	Jun 10
	June 16-30	7/1-9/30	Oct 10	10/1-12/31	Jan 10	1/1-3/31	Apr 10	4/1-6/30	Jul 10
JULY	July 1-15	7/1-9/30	Oct 10	10/1-12/31	Jan 10	1/1-3/31	Apr 10	4/1-6/30	Jul 10
	July 16-31	8/1-10/31	Nov 10	11/1-1/31	Feb 10	2/1-4/30	May 10	5/1-7/31	Aug 10
AUGUST	August 1-15	8/1-10/31	Nov 10	11/1-1/31	Feb 10	2/1-4/30	May 10	5/1-7/31	Aug 10
	August 16-31	9/1-11/30	Dec 10	12/1-2/29	Mar 10	3/1-5/31	Jun 10	6/1-8/31	Sep 10
SEPTEMBER	September 1-15	9/1-11/30	Dec 10	12/1-2/28	Mar 10	3/1-5/31	Jun 10	6/1-8/31	Sep 10
	September 16-30	10/1-12/31	Jan 10	1/1-3/31	Apr 10	4/1-6/30	Jul 10	7/1-9/30	Oct 10
OCTOBER	October 1-15	10/1-12/31	Jan 10	1/1-3/31	Apr 10	4/1-6/30	Jul 10	7/1-9/30	Oct 10
	October 16-31	11/1-1/31	Feb 10	2/1-4/30	May 10	5/1-7/31	Aug 10	8/1-10/31	Nov 10
NOVEMBER	November 1-15	11/1-1/31	Feb 10	2/1-4/30	May 10	5/1-7/31	Aug 10	8/1-10/31	Nov 10
	November 16-30	12/1-2/29	Mar 10	3/1-5/31	Jun 10	6/1-8/31	Sep 10	9/1-11/30	Dec 10
DECEMBER	December 1-15	12/1-2/29	Mar 10	3/1-5/31	Jun 10	6/1-8/31	Sep 10	9/1-11/30	Dec 10
	December 16-31	1/1-3/31	Apr 10	4/1-6/30	Jul 10	7/1-9/30	Oct 10	10/1-12/31	Jan 10