Department of Education
Office of the Inspector General – Internal Audit
24 Month Status Report on: Center for Independent Living of North Florida - Ability 1st
Report # A-2324DOE-006 Issued: October 10, 2024
Status as of: October 23, 2026

Finding	Recommendation(s)	Previous Management Responses	Management Response as of October 23, 2026	Anticipated Completion Date & Contact
Ability 1st should strengthen internal policies over performing and documenting consumer eligibility determinations and independent living plans within consumer service records.	We recommend the CIL establish and implement written internal policies to detail the steps and forms CIL staff should complete when conducting consumer assessments and eligibility determinations and establishing Independent Living Plans with the consumers.	**Management Response as of October 10, 2024** Concur. The CIL of North Florida will establish and implement written internal policies to detail the steps and forms CIL staff should complete when conducting consumer assessments and eligibility determinations and establishing Independent Living Plans with the consumers. CIL has acquired CIL Suite software that will considerably help in this area. The anticipated completion date is January 30, 2025. **Management Response as of April 18, 2025** CIL completed data migration of CIL Suite Software in October 2024 and has spent the last six	The Ability1st Board of Directors met with a quorum on May 18, 2026, and unanimously adopted the policies provided. The Board subsequently approved the May 18, 2026 meeting minutes at its August 27, 2026 meeting, at which a quorum was also present. Supporting documentation is attached to this email. I have also attached our revised Consumer Policies and Procedures, intake application, and Standard Operating Procedures. We continue to review and update these materials to strengthen our practices and would appreciate any comments or suggestions you may have.	Completion: October 1, 2026 – will continue ongoing quality improvement

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		months migrating and cleaning data. We have made great progress in adapting our system and training our staff. Now that we are underway with integration, we are updating our processes based on DEO's suggestion and expert advice. *Anticipated Completion Date & Contact* *In Progress* **Management Response as of October 10, 2025** Ability1st has submitted a draft of policy and procedures to DOE Inspector General and will have the document reviewed and approved by its board of directors and resubmitted to the IG for DOE .Once approved, staff will be apprised of the updates and receive training on		

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		an ongoing basis. The anticipated completion date is January 30, 2026. *Anticipated Completion Date & Contact* *In Progress* **Management Response as of April 13, 2026** Ability1st has continued to strengthen internal policies and procedures related to consumer eligibility determinations and Independent Living Plans. The organization has recently engaged a new accounting firm that is also providing support with contract management and assisting in the development and finalization of policies and procedures.		

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		Ability1st has also undergone staffing changes and is actively cross training both existing and new staff to ensure continuity of operations and consistent implementation of updated processes. Draft policies have been developed and are currently being refined to ensure alignment with Department of Education Office of Inspector General recommendations and best practices. The organization is working toward final approval of these policies by the Board of Directors. Additionally, staff training protocols and documentation standards are being updated to ensure consistent implementation within the CIL Suite system.		

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		Upon approval, policies will be formally adopted, and comprehensive staff training will be conducted to support full compliance. *Anticipated Completion Date & Contact* In Progress – board did not have a quorum for last meeting to approve policies. Board meets again in May 2026.		