



**CHARLIE CRIST**  
GOVERNOR

**E. DOUGLAS BEACH, PH.D.**  
SECRETARY

## MEMORANDUM

TO: Area Agency on Aging Executive Directors  
**Notice #: 031908-1-I -PE**

FROM: E. Douglas Beach, Secretary

DATE: March 19, 2008

SUBJECT: Notice of Instruction: Survey of Caregivers Scheduled

---

The purpose of this memo is to inform you that the Department of Elder Affairs Planning and Evaluation Unit will be conducting a survey of caregivers. The purpose of the survey is to validate a new brief instrument to assess consumer satisfaction with the services they receive and to investigate the impact caregiving has on their wellbeing. The survey is part of our work with the Performance Outcomes Measures Project (POMP) grantees and the Administration on Aging.

The goal is to complete about 300 surveys statewide. Calls will be made from a list of 900 names that are drawn at random from the Client Information Registration and Tracking System (CIRTS) database. Letters will be sent to all 900 potential respondents. The survey will begin March 24, 2008.

Please let your providers know about this survey, as they may receive calls from consumers. A copy of the letter we will be sending to caregivers and a copy of the survey questions are attached for your reference. You may contact Dr. Darlene Heinrich at (850) 414-2111 or SUNCOM (850) 994-2111, or Mr. Tallie Brinson at (850) 414-2132 or at SUNCOM (850) 994-2132 (brinsont@elderaffairs.org) if you have questions now or as the survey progresses. You may leave a message if either is unavailable and someone will get back to you.

Attachments

**4040 ESPLANADE WAY  
TALLAHASSEE  
FLORIDA, 32399-7000**

**phone 850.414.2000  
fax 850.414.2004  
TDD 850.414.2001**

**<http://elderaffairs.state.fl.us>**