



JEB BUSH
GOVERNOR

CAROLE GREEN
SECRETARY

MEMORANDUM

TO: AAA Executive Directors Notice #: 042605-2-I-OVCS

FROM: Carole Green, Secretary

DATE: April 25, 2005

SUBJECT: Notice of Instruction: Statewide Inclusion and Exclusion Criteria

The purpose of this notice is to provide the Inclusion /Exclusion Criteria established for the new Integrated Statewide Information and Referral Database. It is the intent of the department to create a single point of access for information, counseling, referral, assessment and eligibility functions for both publicly and privately funded services; to maximize consumer choice for elders age 60 and older; and to provide information and referral services in Planning and Service Areas 5, 7 and 10 for adults suffering from severe and persistent mental illness.

Pursuant to Florida Statutes 430.2053 (4), the purpose of an aging resource center shall be “to provide Florida’s elders and their families with a locally focused, coordinated approach to integrating information and referral for all available services for elders...”. The Inclusion/Exclusion Criteria has been developed in accordance with Florida statutes and will establish guidelines for adding and/or excluding resources in the integrated statewide information and referral database.

In preparing the Inclusion/Exclusion Criteria, entities serving elders and/or persons with severe and persistent mental illness and other public and private sector entities were considered. The Department is requiring each ADRC/ARC to adopt the Criteria as set forth. The Area Agency on Aging must ensure that all agencies, including advertisers listed on the area agency’s local website, adhere to the Inclusion/Exclusion Criteria. It is further required that the Criteria be made a part of each area agency’s operating policies, be published on the agency’s local website, and be provided to each of the area agency’s business partners. When the new Helpworks Information and Referral System is complete and ready for implementation, the Criteria will be published on the system’s website.

The Department would like to thank each of you for the comments provided to us in preparing the Inclusion/Exclusion Criteria. The 5 member focus group representing area agency staff was steadfast its efforts and provided invaluable assistance to the department in a timely manner.

The Inclusion/Exclusion Criteria will be reviewed bi-annually to ensure the standards set forth continue to be in the best interest of our target population. Should you have questions or comments, please forward them to Gretta Jones via email at jonesg@elderaffairs.org.

CG/gj

Attachment

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