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MEMORANDUM

TO: AAA Directors
Fiscal Officers
Medicaid Waiver Specialist **NOTICE #:** 062503-1-I-CFM

FROM: Susan M. Tucker
Deputy Secretary

DATE: December 21, 2011

SUBJECT: Notice of Instruction: Training for: AAA Fiscal Officers, Lead Agencies, Provider Agencies And Medicaid Waiver Specialists

The purpose of this Notice of Information is to announce a training opportunity for AAA fiscal officers, lead agencies, provider agencies and Medicaid waiver specialists.

We have reserved a block of rooms at the Doubletree Tampa Bay Hotel for a rate of \$93 a night. When you call to make your reservations mention the Department of Elder Affairs Group. Our cut-off date for this rate is July 1, 2003.

Training Dates: July 16-18, 2003

Location: Doubletree Guest Suites Tampa Bay
3050 North Rocky Point Drive West
Tampa, FL 33607
813-888-8000

Attendees: AAA Fiscal Officers
Medicaid Waiver Specialists
Provider Agencies
Lead Agencies

Topics to be discussed: Surplus/Deficit Reporting
Legislative Budget Request Process
Budget Allocations for 2003/2004
Administrative Monitoring Overview
Unit Cost and Audits

Space Available: 60 Attendees

RSVP: Sammie R. Reimers, Administrative Asst. II
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The preliminary agenda is attached. We hope area agency and provider staff will be able to take advantage of this training opportunity.