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GOVERNOR

**CHARLES T. CORLEY**  
SECRETARY

## MEMORANDUM

**TO:** AAA Directors **NOTICE#:** **041213-1-I-SWCBS**

**FROM:** Charles T. Corley  
Secretary

**DATE:** April 11, 2013

**SUBJECT:** Notice of Instruction: Older Americans Act (OAA) Funding Sequestration

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The purpose of this notice is to provide guidance regarding the handling of OAA client services as a result of the OAA sequestration reductions. Based upon a reduction totaling nearly 6 percent (6%) in Title III, Parts B, C1, C2, and E, it is necessary to address continuity of services for clients currently served in these programs.

As your agency considers the impact of sequestration, it is important to note the goals and requirements of these programs. Client enrollment in OAA-funded programs is based upon targeting criteria and program eligibility requirements specified in the OAA. Services are provided to older individuals with preference given to those with greatest economic or social needs, low-income older individuals, including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas. In addition to targeting criteria, the OAA requires targeted outreach to older individuals with severe disabilities (SD); older individuals with Alzheimer's disease (AD) and related disorders with neurological and organic brain dysfunction, and the caregivers of such individuals; older individuals at risk for institutional placement; caregivers of individuals with AD and related disorders; grandparents or older individuals who are relative caregivers who provide care for children with SD; caregivers who are older individuals with greatest social need; caregivers who are older individuals with greatest economic need (with particular attention to low-income older individuals); and caregivers who are older individuals who provide care to individuals with SD, including children with SD.

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Additionally, individuals served only through OAA-funded programs are not assessed based upon the priority score factors used for other Department-administered programs. Individuals served by OAA-funded programs are often not frail enough to be prioritized for services in other programs. However, the

OAA services received are crucial to these individuals, helping them to continue to function at a higher level for a longer period of time. In some instances as a supplement to other care plan services, individuals who may be case managed and receiving services through other Department-administered programs, also receive OAA-funded program services.

In implementing the funding reductions, it is necessary for AAAs to carefully consider all scenarios and to work closely with service providers to ensure the least impact to service provision.

In consideration of the above, AAAs should begin the following activities to ensure statewide uniformity in addressing the funding reduction:

- Immediate freeze of current waitlist releases for the OAA programs;
- Ongoing evaluation of waitlists and caseloads to determine if this continuation of the above action is necessary; and
- Identification of clients that are case managed and served in other programs. If dually enrolled clients receive duplicative services in OAA and another program, consider possible service reduction.

Please note as a reminder that AAAs and providers must comply with the Minimum Guidelines for Recipient Grievance Procedures, Appendix D, Department of Elder Affairs Programs and Services Handbook, in addressing complaints regarding the termination, suspension, or reduction of services.

Thank you for your cooperation and assistance. If you have any questions, please contact your contract manager.