



**RICK SCOTT**  
GOVERNOR

## MEMORANDUM

**TO:** AAA Directors **NOTICE#: 050913-1-I-SWCBS**

**FROM:** Charles T. Corley  
Secretary

**DATE:** May 9, 2013

**SUBJECT:** Notice of Instruction: Supplemental Information to Notice of Instruction#041213-1-I-SWCBS: Older Americans Act (OAA) Funding Sequestration

**CHARLES T. CORLEY**  
SECRETARY

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The purpose of this notice is to provide supplemental information to Notice of Instruction 041213-1-I-SWCBS in regard to handling of OAA client services as a result of the OAA sequestration reductions as follows:

- A. Freeze of current waitlist releases for OAA does not include halting placement of individuals on the waitlist. It is critical for the Aging and Disability Resource Centers and the service providers to continue to document the need for services to elders, and to give consideration for the needs of individuals seeking assistance. This can only be achieved through waitlist management.
- B. AAAs must ensure data tracking regarding clients who experience service reduction or termination as a result of the sequestration. Documentation will include the number of clients, by OAA title part (B, C1, C2, and E), including any congregate meal site closures. If impact to provider staff is known, please include this information as well. Documentation should begin with the issuance of this notice, and continue until otherwise instructed.

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

4040 ESPLANADE WAY  
TALLAHASSEE, FLORIDA  
32399-7000

phone 850-414-2000  
fax 850-414-2004  
TDD 850-414-2001

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