POLICY ISSUANCE

To: AAA/ADRC Directors
    Amy Wiatr-Rodriguez, AoA
    KDADS Directors
    Janis DeBoer, K4A

Field Services Policy #: FS 2013-01

From: Craig Kamberline, Commissioner on Aging

Date: October 21, 2013

RE: Older Americans Act Program (OAA) Updates (Volume 1)


Check Appropriate Process:

Policy Implementation Through:
☒ KDADS ☐ KHPA ☐ MMIS Fiscal Agent (HP Enterprise Services)

KDADS Contact Person(s): Lacey Vaughan (785-296-0385)
KHPA Contact Person(s): N/A

Related References/Processes:
Related Policy Number(s): N/A
K.A.R. Change Required? No
If yes: What Reference #(#s) ______
        Date to initiate revision ______
        Proposed effective date ______

State Plan Change Required? No
If yes: What section #(#s) ______
        Submission date: ______

Waiver Amendment Required? No
Routing Information:

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<th>Internal Route Date:</th>
<th>06/01/2013</th>
<th>Internal Comments Due Date:</th>
<th>08/01/2013</th>
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<td>KHPA Route Date:</td>
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<tr>
<td>KHPA Approval Date:</td>
<td>___</td>
<td>KDADS Approval Date:</td>
<td>___</td>
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</table>

Training Required:

<table>
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<tr>
<th>KDADS Central Office:</th>
<th>No</th>
<th>KDADS Field Staff:</th>
<th>No</th>
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<tbody>
<tr>
<td>AAA/ADRC Staff:</td>
<td>Yes</td>
<td>Contracted Case Managers:</td>
<td>Yes</td>
</tr>
<tr>
<td>Customer Education:</td>
<td>Yes</td>
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Rationale for Change: Updated UPR per recommendations from KDADS Nutrition Workgroup and AAA/ADRC staff to allow customers to complete their own assessments with “reviewer,” rather than an “interviewer”. Updated policy, form, and manual to ensure consistent changes.

Legal Services policy updated priorities of service areas. OAA Financial Management updated to include adequate proportion requirements for OAA III-E and information on purchase of vehicle with OAA funds. All updates FSM include name change from “KDOA” to “KDADS”.

Final Policy: See Field Service Manual Sections 2.5 (effective 10/15/2013), 6.3 (effective 10/01/2013), and 8.1 (effective 10/01/2013).

Approved: [✓] Disapproved: [ ]

Secretary of Aging and Disability Services

10/21/13

Date