Field Services Policy #: FS 2010-09
From: Patsy Samson
Date: 12/8/10

RE: Legal Assistance

Policy Issue: Revise policies to reflect the 2006 amendment to the Older Americans Act (OAA), update priority areas for legal assistance, and clarify Area Agency and Legal Service Provider responsibilities.

Check Appropriate Process:
- ☒ Standard Policy Process
- □ KDOA/KHPA Policy Process
- □ Expedited Policy Process

Policy Implementation Through:
- ☒ KDOA
- □ KHPA
- □ MMIS Fiscal Agent (HP Enterprise Services)

KDOA Contact Person(s): Vern Norwood (785-291-3358)
KHPA Contact Person(s): N/A

Related References/Processes:
Related Policy Number(s): N/A
K.A.R. Change Required? No
KDOA Policy Manual Change? Yes
Superseded Policy Number: Section 6.3 and related form

If yes: What Reference #(#s) ______
Date to initiate revision ______
Proposed effective date ______
## State Plan Change Required?

| Yes | No |

If yes:

| What section #(s) | Transmittal Number (TN): | Supersedes Transmittal Number: |

| Submission Date: |  |

| Waiver Amendment Required? | No |

| Routing Information: |  |

| Internal Route Date: | 10/12/10 | Internal Comments Due Date: | 11/12/10 |
| Field Route Date: | 10/12/10 | Field Comments Due Date: | 11/12/10 |
| KHPA Route Date: | N/A | KHPA Comments Due Date: | N/A |
| KHPA Approval Date: | N/A | KDOA Approval Date: | 12/08/10 |

## Training Required?

| KDOA Central Office: | None | KDOA Field Staff: | None |
| AAA Staff: | None | Contracted Case Managers: | None |
| Customer Education: | None |

## Rationale for Change:

Updates to the Field Services Manual to reflect current federal policy. This new policy reflects a change to the OAA in the individuals to be targeted for legal assistance services and the priority areas of law. AAA and Legal Service Provider requirements have been reorganized and clarifications made. The Legal Services Reporting form (SS-028) and Instructions have been revised to reflect federal ethnic and race classifications and updated service categories.

## Final Policy:

This policy change and implementation date is effective January 1, 2011. The updated Legal Services Reporting Form (SS-028) will be effective for the October - March (semi-annual) report due to KDOA April 20, 2011.

| Approved | Disapproved |

/\s/

Secretary of Aging

December 8, 2010