



## CALIFORNIA DEPARTMENT OF AGING (CDA)

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### FAX COVER SHEET

**TO:** All ADHC Providers  
**FROM:** Adult Day Health Care (ADHC) Branch  
**DATE:** December 15, 2011  
**SUBJECT:** Instructions for the Presumptively Eligible List and CBAS Screening Tool Summary Form

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The purpose of this fax is to provide you with information on (1) how to process the Presumptively Eligible (PE) list and (2) a change in how to complete the Community-Based Adult Services (CBAS) Screening Tool Summary.

#### Presumptively Eligible (PE)

- Currently, CDA is faxing to each center a list of their Presumptively Eligible participants. (Note: centers only receive this list when PE participants have been identified by the Department of Health Care Services).
- For participants who are on the list but are no longer attending the center, please indicate the names of these participants on the list and FAX the list back to the CDA, ADHC Branch at (916) 928-2507.

#### CBAS Screening Tool Summary Form

- The CBAS Screening Tool Instructions, Page 1, Item #4. a. and b., indicates to include those Categorically (CE) and Presumptively Eligible (PE) participants identified by DHCS **and** those the center identifies as CE and PE. This instruction is incorrect.
- Only enter the names of participants the **center** has identified as CE and PE on the Summary form. Please do **not** include the names of participants identified by DHCS.
- Additionally, when completing the Summary Tool, please include each participant's name as instructed on the form **AND** each participant's **CIN** (Medi-Cal Number). Enter the participant's name first, and then under the participant's name, enter the participant's CIN. Example:

Category 1  
Jack Jones  
3570961350

If you have questions, or need additional information, please contact the ADHC Branch at (916) 419-7545.

- Additional information and updates may be obtained on the following websites:
  - DHCS ADHC Transition website at <http://DHCS.ca.gov/ADHCtransition>
  - CDA ADHC website at [www.aging.ca.gov/programs/adhc](http://www.aging.ca.gov/programs/adhc)