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**PROGRAM MEMO**

TO: AREA AGENCY ON AGING DIRECTORS	NO.: PM 10-04(P)
SUBJECT: New Title VII B Elder Abuse Prevention Report	DATE ISSUED: February 18, 2010
REVISED	EXPIRES: June 30, 2013
REFERENCES:	SUPERSEDES:
PROGRAMS AFFECTED: <input type="checkbox"/> All <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III-C1/C2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-E <input type="checkbox"/> Title V <input type="checkbox"/> CBSP <input type="checkbox"/> MSSP <input checked="" type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input type="checkbox"/> Other: _____	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other Specify: <u>Report to federal Administration on Aging</u>	
INQUIRIES SHOULD BE DIRECTED TO: Office of the LTC Ombudsman, (916) 419-7510	

This Program Memo provides Area Agencies on Aging (AAAs) with the form and instructions for the Elder Abuse Prevention Quarterly Activity Report. Effective July 1, 2010, this new form shall be completed by AAAs quarterly and submitted to the California Department of Aging's (CDA) Office of the State Long-Term Care Ombudsman, no later than one month following the end of the reporting quarter (see dates below).

The purpose of this report is to capture Elder Abuse Prevention activity data provided under Title VII B. Currently, CDA does not collect information on how AAAs use Title VII B funding. Data provided in the Area Plan only specifies estimated Elder Abuse Prevention units of service.

As indicated on the form, AAAs must perform at least one activity from the following units of service:

- **Public Education Sessions** – Specify the total number of education sessions for the general public on the identification, prevention, and treatment of elder abuse, neglect, and exploitation.
- **Training Sessions for Professionals** – Specify the total number of training sessions for professionals (service providers, nurses, social workers) on the identification, prevention, and treatment of elder abuse, neglect, and exploitation.

- **Training Sessions for Caregivers Served by Title III E** – Specify the total number of Title VII B training sessions for caregivers who are receiving services under Older American Act Title III E on the identification, prevention, and treatment of elder abuse, neglect, and exploitation.
- **Hours Spent Developing a Coordinated System to Respond to Elder Abuse** – Specify the number of hours spent developing a coordinated system to respond to elder abuse.
- **Educational Materials Distributed** –Specify the type and number of educational materials distributed to the general public, professionals, and caregivers (this may include materials that have been developed by others) to help in the identification, prevention, and treatment of elder abuse, neglect, and exploitation.

CDA will use the data reported by each AAA to meet its Administration on Aging reporting requirements, respond to legislative data requests, and for other informational and administrative purposes.

Quarterly Reporting Period: Specific reporting periods and due dates are as follows:

<u>Quarter</u>	<u>Report Periods</u>	<u>Due Date from AAAs</u>
1 st Quarter	July 1 – September 30	October 31
2 nd Quarter	October 1 – December 31	January 31
3 rd Quarter	January 1 – March 31	April 30
4 th Quarter	April 1 – June 30	July 31

Please email submitted form to StateOmb@aging.ca.gov.

For CARS Reporting: The quarterly aggregate number of “Elder Abuse Prevention, Education and Training Sessions” and “Elder Abuse Prevention Educational Materials” will also be reported in the California Aging Reporting System (CARS) on a quarterly basis. This will provide data in the federal National Aging Program Information System (NAPIS) at the end of the year under the NAPIS “Other Services” category. Please email the CDA Data Team if you have any CARS reporting questions datateam.reports@aging.ca.gov.



Lynn Daucher
Director

Attachment