

## CALIFORNIA DEPARTMENT OF AGING

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 Internet Home Page: [www.aging.ca.gov](http://www.aging.ca.gov)  
 TDD Only 1-800-735-2929  
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 Phone Number (916) 419-7500



# PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: <b>Area Agency on Aging Directors</b>	NO.: PM 11-14(P)
SUBJECT: <b>Long-Term Care Ombudsman Program, Annual Closeout Report, Fiscal Year 2010-2011</b>	DATE ISSUED: <b>August 12, 2011</b>
REVISED	EXPIRES: <b>September 1, 2011</b>
REFERENCES: <b>PM 10-26(P)</b>	SUPERSEDES: <b>PM 10-18(P)</b>
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 type="checkbox"/> Title VII <input type="checkbox"/> ADHC <input checked="" type="checkbox"/> Other: <b>Long-Term Care Ombudsman</b>	
REASON FOR PROGRAM MEMO: <input type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input checked="" type="checkbox"/> Other <b>Transmit Closeout Report and Instructions</b>	

## Purpose

The purpose of this Program Memo (PM) is to provide Area Agencies on Aging (AAAs) with the following:

- Long-Term Care Ombudsman Program Annual Closeout Report [OMB CDA 002 (Rev. 7/11)], for Fiscal Year 2010-2011 (FY 2010-11),
- Instructions for completing the Annual Closeout Report, and
- Due date for submitting the Annual Closeout Report.

Expenditures reported will be used to calculate funds owed to CDA or owed to the AAA.

## Instructions

Mail the original copy of your completed and signed form to:

Dee Jaymot, Office Technician  
 California Department of Aging  
 Office of the State Long-Term Care Ombudsman  
 1300 National Drive, Suite 200  
 Sacramento, CA 95834

## Due Date

The original, signed OMB-CDA 002 (Rev. 7/11) **must be received at CDA by August 31, 2011**, to allow sufficient time for review and approval.

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**Questions**

If you have questions, you may call (916) 419-7510 and speak with either

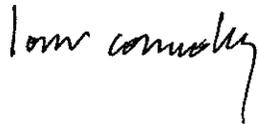
- Pamela Healy, Ombudsman Program Consultant, or
- Hester Bryant, Ombudsman Program Manager,

or contact the Office of the State Long-Term Care Ombudsman by e-mail at [StateOmb@aging.ca.gov](mailto:StateOmb@aging.ca.gov).

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**Attachments**

- Attachment 1 - Annual Closeout Report [OMB CDA 002 (Rev. 7/11)]
  - Attachment 2 - Annual Closeout Report Instructions (Rev. 7/11)
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Lora Connolly  
Acting Director

cc: Ombudsman Program Coordinators