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PROGRAM MEMO

CDA 1014 (Rev. 04/11)

TO: Area Agency on Aging Directors and Health Insurance Counseling and Advocacy Program Managers	NO.: PM 13-03 (P)
SUBJECT: Area Plan - HICAP Guidance for Area Agencies on Aging on Area Plan Service Units for New Federal Performance Measures and Benchmarks	DATE ISSUED: April 18, 2013
REVISED	EXPIRES: When superseded
REFERENCES: PM 13-01 (P) Area Plan Update Guidance for the State Fiscal Year 2013-14	SUPERSEDES: PM 12-03 (P)
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"/> CBAS <input checked="" type="checkbox"/> Other: HICAP	

Purpose The purpose of this Program Memo is to provide guidance for completing Section 10 of the State Fiscal Year (SFY) 2013-14 Area Plan Update (APU) for the Health Insurance Counseling and Advocacy Program (HICAP) Service Unit Plan (SUP) State and Federal Performance Measures and Benchmarks.

Background The Centers for Medicare & Medicaid Services (CMS) establishes minimum attainment and exemplary performance benchmarks based on Medicare population density. CMS refers to Medicare beneficiary population density as a Slice. CMS provides California with minimum attainment benchmarks derived from data reported from each Slice nationwide.

Guidance The California Department of Aging (CDA) has provided State and Federal minimum attainment performance benchmarks for AAAs to reference when determining their SFY 2013-14 HICAP performance benchmark targets for State Performance Measures 1.1, 1.2, and Federal Performance Measures 2.1 through 2.7.

In recognition of the Sequestration-related decrease in federal SHIP funding, CDA is directing AAAs to establish HICAP performance measure targets with consideration to the projected budget decrease and anticipated effect on their HICAP's performance.

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Guidance,
continued

When establishing their HICAP performance measure targets, AAAs should consider:

1. Their revised SHIP Grant allocation reflecting the reduced federal 2013 SHIP Grant award, (notice of revised allocation was sent 4/16/13),
 2. Their prior year's reported performance for each State and federal performance measure, and
 3. The impact of reduced federal funding on projected program performance.
- Refer to Attachment A to complete the HICAP SUP for SFY 2013-14.
 - Refer to Attachment B for Performance Measure Definitions.

**Changes to
Guidance for
SFY 2013-14**

In SFY 2012-13, CDA provided the AAAs with performance benchmark targets for State Performance Measures 1.1 and 1.2 of the HICAP SUP. AAAs, in cooperation with the HICAPs, are now required to establish their own performance benchmark targets for State Performance Measures 1.1 and 1.2. For SFY 2013-14, CDA has set minimum attainment levels for these measures.

Requirement

The AAA must ensure that the performance benchmark targets for HICAP State Performance Measures 1.1 and 1.2., and Federal Performance Measures 2.1 through 2.7 meet or exceed the minimum attainment levels set by CDA and CMS.

Due Date

May 1, 2013 is the deadline for submitting the Area Plan Update.

Inquiries

Please contact your assigned HICAP analyst if you have any questions.

Attachments

- Attachment A - Federal Performance Measures, CMS Minimum Attainment Levels (Revised April 2013).
- Attachment B - HICAP SUP Performance Measure Definitions (Revised April 2013).



Lora Connolly
Director