



**CALIFORNIA
DEPARTMENT OF AGING (CDA)**

ACL #15-03

FAX Cover

TO: All Community-Based Adult Services (CBAS) Providers

FROM: CBAS Branch

DATE: April 17, 2015

SUBJECT: New Federal Home and Community-Based (HCB) Settings Requirements and Stakeholder Process

This fax is being sent to provide information to share with CBAS participants and their families, caregivers or authorized designees about the new federal Home and Community-Based (HCB) Settings requirements, and to encourage them to participate in the CBAS Stakeholder Process.

For More Information:

Access the CDA CBAS website at:

www.aging.ca.gov/ProgramsProviders/ADHC-CBAS/Default.asp

Contact CDA at:

- ✓ Email – CBAScda@aging.ca.gov
 - ✓ Phone – (916) 419-7545
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Number of pages (including this page) 5

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**ACL # 15-03**

Date: April 17, 2015

To: Community-Based Adult Services (CBAS) Center Administrators and Program Directors

From: CBAS Branch

Subject: New Federal Home and Community-Based (HCB) Settings Requirements and Stakeholder Process

Purpose

This letter provides information for CBAS providers to share with CBAS participants and their families, caregivers or authorized designees (and anyone else interested in CBAS) about the new federal HCB Settings requirements that impact CBAS and to encourage them to participate in the CBAS HCB Settings Stakeholder Process/Meetings.

Background

The Centers for Medicare & Medicaid Services (CMS) have directed the California Department of Health Care Services (DHCS) and the California Department of Aging (CDA) to do the following:

- (1) Ensure that CBAS settings have all of the qualities required by the Home and Community-Based regulations and other such qualities determined to be appropriate based on the needs of the individual as indicated in their person-centered plan, and
- (2) Engage in a CBAS stakeholder process to develop a *CBAS Transition Plan* that will amend *California's Statewide Transition Plan* for submission to CMS by September 1, 2015, that will bring CBAS centers into compliance with these federal requirements by March 17, 2019.

Information about the federal requirements and the CBAS HCB Settings Stakeholder Process is available on the CDA website at:

www.aging.ca.gov/ProgramsProviders/ADHC-CBAS/HCB_Settings_Stakeholder_Process/

Notification Requirements

CMS requires that all states: 1) inform interested stakeholders, particularly beneficiaries, about these federal requirements; and 2) notify stakeholders as to how to participate in the development and implementation of compliance plans. CDA is sending this letter to encourage participation in the process to develop the CBAS HCB Transition Plan.

CDA and DHCS have developed the attached Flyer and Fact Sheet to assist CBAS center staff in providing information about the federal requirements and the CBAS Stakeholder Process/Meetings. Please post the Flyer and Fact Sheet in a prominent place in the center, make copies available for participants and families/caregivers, and use as the basis for conversations between participants, families/caregivers and CBAS staff.

***Flyer and
Fact Sheet for
Centers to
Share***

CBAS providers are in a unique position to share this information with their center participants and families, caregivers and authorized designees. This is an opportunity for CBAS centers to hear from their participants about how to improve the quality of CBAS services to meet their needs and how to include them in the care planning process.

***Upcoming
CBAS
Stakeholder
Meetings and
Public
Comment
Periods***

CBAS Stakeholder Meetings and Public Comment Periods are scheduled as follows:

<u>Date/Time</u>	<u>Subject</u>
Thursday, April 23 2-5pm	<ul style="list-style-type: none">• CBAS Transition Plan Development
Tuesday, May 19 2-5pm	<ul style="list-style-type: none">• Release of Draft CBAS Transition Plan• Start of 30-Day Public Comment Period on the CBAS Transition Plan
Wednesday, July 8 2-5pm	<ul style="list-style-type: none">• Review Revised CBAS Transition Plan for inclusion in CA Statewide Transition Plan
TBD	<ul style="list-style-type: none">• Release of CA Statewide Transition Plan and Public Comment Period
Stakeholder meetings after September 1, 2015, to be determined.	

Please see the Flyer and Fact Sheet for more information about participating.

Questions

For questions about this letter, please call the CBAS Branch at (916) 419-7545.

Please Join the CBAS Conversation!

WHAT	<ul style="list-style-type: none"> ➤ We need to hear from you about how Community-Based Adult Services (CBAS) centers can improve quality of care and better meet your needs ➤ Learn about new federal rules that could affect you
WHO	Anyone interested in CBAS
WHEN	<p><i>Thursday April 23rd (2-5p.m.)</i></p> <p>Next Meeting: Tuesday May 19th (2-5p.m.)</p> <p>Hosted by the California Department of Aging (CDA) and the Department of Health Care Services (DHCS) and held at CDA. (Refer to address below.)</p>
HOW	<p>Participate on the phone, in-person, or by computer.</p> <p>If interested, or if you have questions or need assistance to participate, please contact:</p> <p>Phone: (916) 419-7545</p> <p>Email: cbascda@aging.ca.gov</p> <p>Mail: CDA, CBAS Branch 1300 National Drive, Suite 200 Sacramento, CA 95834</p>

Refer to the attached Fact Sheet for more information

FACT SHEET ON NEW FEDERAL REQUIREMENTS AFFECTING COMMUNITY-BASED ADULT SERVICES (CBAS)

The California Department of Aging (CDA) and the Department of Health Care Services (DHCS) want you to know about new federal Home and Community-Based (HCB) Settings requirements that affect CBAS, and give you an opportunity to participate in the CBAS Stakeholder Process that is currently underway.

CDA and DHCS will develop a CBAS Transition Plan to ensure that CBAS centers comply with these federal requirements. We want your opinion as an important stakeholder (someone who attends a CBAS center or who is a family member or a caregiver of someone receiving CBAS) so we have informed community input.

Please refer to the CDA website for more information about these federal requirements and the CBAS Stakeholder meetings:

www.aging.ca.gov/ProgramsProviders/ADHC-CBAS/HCB_Settings_Stakeholder_Process/

CBAS Centers must meet participants' needs in the following ways:

- Protect participants' privacy and treat them with dignity and respect.
- Support participants' right to make choices, including choices about the services they receive and who provides them.
- Support participants in staying connected with the community outside the CBAS center.
- Enable participants (and whomever else they choose) to be part of discussions and decisions about how CBAS services meet their needs and preferences.

**PLEASE CONTACT CDA IF YOU HAVE ANY QUESTIONS
OR NEED ASSISTANCE TO PARTICIPATE:**

PHONE: (916) 419-7545

E-MAIL: CBASCD@AGING.CA.GOV