

DEPARTMENT OF AGING

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**PROGRAM MEMO**

TO: Area Agencies on Aging Directors	NO.: PM 10-29(P)
SUBJECT: Disaster Assistance handbook for Area Agencies on Aging	DATE ISSUED: December 30, 2010
REVISED: December 30, 2010	EXPIRES: Until Superseded
REFERENCES: Older Americans Act Amendments of 2006, CCR Title 22, Social Security Division 1.8, California Department of Aging (CDA) Standard Agreement, CDA Program Memorandum 07-18 (P)	SUPERSEDES: Disaster Assistance Handbook for Area Agencies on Aging, Adult Day health Care Centers, and Multipurpose Senior Services Programs (July 12, 2004)
PROGRAMS AFFECTED: <input type="checkbox"/> All <input checked="" type="checkbox"/> Title III-B <input checked="" type="checkbox"/> Title III-C1/C2 <input checked="" type="checkbox"/> Title III-D <input checked="" type="checkbox"/> Title III-E <input checked="" type="checkbox"/> Title V <input type="checkbox"/> HICAP <input checked="" type="checkbox"/> MSSP <input checked="" type="checkbox"/> Title VII <input checked="" type="checkbox"/> ADHC <input type="checkbox"/> Other:	
REASON FOR PROGRAM MEMO: <input checked="" type="checkbox"/> Change in Law or Regulation <input type="checkbox"/> Response to Inquiry <input type="checkbox"/> Other Specify:	
INQUIRIES SHOULD BE DIRECTED TO: Scott Crackel, CDA Area Agency on Aging Disaster Preparedness Coordinator at (916) 928-5858 or scrackel@aging.ca.gov	

This Program Memo (PM) releases to Area Agencies on Aging (AAA), the California Department of Aging's (CDA) "Disaster Assistance Handbook for Area Agencies on Aging" (Handbook). CDA has renamed the "Disaster Assistance Handbook for Area Agencies on Aging, Adult Day Health Care Centers and Multipurpose Senior Services Programs" issued in 2004 and revised the content to comply with the AAA disaster preparedness requirements outlined in the 2006 amendments to the Older Americans Act (OAA). The Handbook now specifically focuses on information AAA's need and no longer includes information related to the Adult Day Health Care Program and the Multipurpose Senior Services Program.

In revising the Handbook, CDA worked closely with representatives from the California Association of Area Agencies on Aging to clarify:

- Mandates v. optional guidelines.
- Relationships between the AAA and government agencies, first responders, and disaster relief organizations.
- Requirements for government and non-profit agencies.
- The AAA's role during disaster and recovery.

- Communication channels.
- Confidentiality of client information.
- The role of the Long-Term Care Ombudsman.
- The disaster funding and reimbursement process.

The Handbook also provides a template that can be used to develop an agency disaster plan, which will meet all federal and State regulatory requirements, it also includes a list of additional resources that can be useful to disaster planning and response activities. The revised Handbook is posted at the following CDA websites:

http://www.aging.ca.gov/PM/PM_index.asp

[http://www.aging.ca.gov/aaa/guidance/Disaster Assistance Handbook 2010.pdf](http://www.aging.ca.gov/aaa/guidance/Disaster_Assistance_Handbook_2010.pdf)

A handwritten signature in cursive script that reads "Lynn Daucher". The signature is written in black ink on a light-colored background.

Lynn Daucher
Director