

CALIFORNIA DEPARTMENT OF AGING
Community-Based Adult Services Branch
1300 National Drive, Suite 200
Sacramento, CA 95834
www.aging.ca.gov
TEL 916-419-7545
FAX 916-928-2507
TTY1-800-735-2929



ACL 21-06

Date: June 2, 2021
To: Adult Day Health Care (ADHC) / Community-Based Adult Services (CBAS)
Center Administrators and Program Directors
From: California Department of Aging (CDA) CBAS Branch
Subject: ALERT: Temporary Suspension of the Participant Characteristics Report
(PCR) Submission to CDA for June 2021

Purpose

This All Center Letter (ACL) is to notify ADHC / CBAS providers of the temporary suspension of the Participant Characteristics Report (PCR) submission for the month of June 2021 which is due to CDA by July 31, 2021. The next required PCR submission will be for the month of December 2021 which is due to CDA by January 31, 2022.

This temporary suspension of PCR reporting for June 2021 is a result of the ongoing impact of the public health emergency (PHE) on CBAS centers and their required focus on implementing CDA's policy directives in [ACL 21-04 "Transition to Congregate Center Services"](#).

Note: ADHC / CBAS providers are to continue to submit the Monthly Statistical Summary Report (MSSR) by the 10th day of each month for the previous month's data.

Background

CBAS providers are required to submit the PCR to CDA twice per year and upon CDA's request. The PCR is a report on participants enrolled at a CBAS center for any portion of the month during the months of June (to be reported by July 31st) and December (to be reported by January 31st.)

Refer to the [CBAS Reporting Requirements](#) webpage for more information about the PCR. Statewide, county and center-specific PCR data are available on the [CBAS Data & Reports](#) webpage.

Questions

Please contact the CBAS branch if you have any questions: (916) 419-7545;
cbascda@aging.ca.gov.