October 31, 2019

TO: LRO Executive Directors
    AAA Administrators

FROM: Joyce Massey-Smith, Director

RE: FY 2019-2020 AAA SELF-ASSESSMENT

The Division of Aging and Adult Services (DAAS) “Self-Assessment Guide for Monitoring of Area Agencies on Aging”: the basic monitoring tool used to evaluate programs administered by and subcontracted through the AAA is available for review and completion. Once completed, the self-assessment is used to help DAAS determine, by program, those areas where an on-site monitoring visit is deemed necessary.

Site visits will be scheduled with each AAA Administrator in late January 2020. DAAS will be conducting on-site visits to each AAA to comply with the Older Americans Act (OAA) monitoring requirements. Site visits will begin in February 2020 and continue through May 2020.


The AAA Administrator is to assume responsibility for completing all sections of the self-assessment and secure signatures as needed. The following attached self-assessment documents are to be completed and submitted electronically to jennifer.a.powell@dhhs.nc.gov.

I. Elder Rights and Special Initiatives
   a. Legal Services
   b. Ombudsman Program
II. Title V Senior Community Service Employment Program (SCSEP)
III. Service Operations
IV. Fiscal - Part A and Part B Worksheets

The completed self-assessment and corresponding attachments are due to DAAS no later than December 12, 2019. Please contact Jennifer Powell at (919) 855-3448 with any questions you may have.

JMS/JP/pg

Attachments