



NC DEPARTMENT OF
**HEALTH AND
HUMAN SERVICES**

ROY COOPER • Governor
MANDY COHEN, MD, MPH • Secretary
JOYCE MASSEY-SMITH, MPA •
Director, Division of Aging and Adult Services

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 self-assessment documents are available on the DAAS website at <https://www.ncdhhs.gov/documents/daas-self-assessment-guide-monitoring-area-agencies-aging>.

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

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF AGING AND ADULT SERVICES

LOCATION: 693 Palmer Drive, Taylor Hall, Raleigh, NC 27603
MAILING ADDRESS: 2101 Mail Service Center, Raleigh, NC 27699-2101
www.ncdhhs.gov • TEL: 919-855-3400 • FAX: 919-733-0443

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER