



**COMMONWEALTH of VIRGINIA**  
*Department for the Aging*

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**Note: The web addresses (links) in this document may change over time. The Department for the Aging does not attempt to refresh the links once the week has passed. However, this document is maintained on the web for a period of time as a reference. Some links may require registration.**

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*COMMONWEALTH of VIRGINIA*  
*Department for the Aging*

January 13, 2009

**MEMORANDUM**

**TO:** Executive Directors  
Area Agencies on Aging

**FROM:** Linda Nablo  
Commissioner

**RE:** State Government Cost Saving Strategies

The Commonwealth is continuing to review strategies to reduce costs. I would like to share these strategies with you to keep you informed of our situation at VDA and because I know many of you are looking for ways to reduce AAA costs as well. These reductions are generally being applied regardless of the source of funds, i.e. state or federal and any exceptions must be strongly justified and approved by the Secretary's Office or above.

General mandates for all state agencies include: no travel out-of-state, no unnecessary in-state travel, no hiring or salary adjustments without special approval, no new or renewed contracts without approval, encouraging telecommuting, a stronger focus on facility costs such as heat, electricity and water, and the most recent mandate, no printing of reports, brochures, etc.

While these restrictions are certainly challenging, they do not necessarily impede operations. For example, our increased reliance on video and teleconferencing is allowing us to reach more people economically, while making consumer information available on the web through Easy Access and the VDA website helps reduce printing and mailing costs.

If you have employed an innovative cost saving strategy, we would like to hear about it so we can improve our own efforts and share good ideas with others.

Let's all hope it doesn't get much worse before it starts to get better!



# COMMONWEALTH of VIRGINIA

*Department for the Aging*

Linda L. Nablo, Commissioner

## MEMORANDUM

**TO:** Executive Directors  
Area Agencies on Aging

**AND:** Nutrition Directors

**FROM:** Elaine S. Smith, MS, RD  
Program Coordinator

**DATE:** January 13, 2009

**SUBJECT:** Reminder – Revised Nutrition Program Standards – Draft on VDA website

This is a reminder that drafts of the Nutrition Program Standards are available on the VDA website for your review and comment. Written comments are encouraged through January 31, 2009.

In cooperation with a workgroup comprised of Nutrition Directors and staff from several AAAs, VDA developed Revised Service Standards for the Congregate and Home Delivered Nutrition Programs. The draft documents are posted under their respective Service Standard section of both the Home Delivered Nutrition and Congregate Nutrition Service pages.

You may access them by clicking the following links:

Congregate

<http://www.vda.virginia.gov/pdfdocs/SvcStd-CongNutrition.pdf>

Home Delivered

<http://www.vda.virginia.gov/pdfdocs/SvcStd-HomeNutrition.pdf>

**The timeline for implementation** of the revised Nutrition Services Standards is as follows:

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1/1/08-10/31/08	Workgroup review and draft Service Standards documents.
11/1/08-1/31/09	AAA's Review and Comment Period – Drafts posted on VDA website. AAA's and nutrition service providers invited to provide written comments.
2/1/09-3/31/09	Workgroup review and rewrite Service Standard Drafts considering written comments. Finalize revisions.
4/1/09	Post finalized Standards. AAAs to reflect revised Service Standards in their FY 2010 Area Plans as applicable.
10/1/09	Revised Service Standards to go into effect for FY 2010.

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You are invited to thoroughly review the revised standards and make written comments. I am available to answer questions and concerns at [Elaine.Smith@vda.virginia.gov](mailto:Elaine.Smith@vda.virginia.gov) or by phone: 804-662-9319. I look forward to receiving your input.



# COMMONWEALTH of VIRGINIA

*Department for the Aging*

Linda L. Nablo, Commissioner

## MEMORANDUM

**TO:** Executive Directors  
Area Agencies on Aging

**AND:** Nutrition Directors  
Care Coordinators  
Disease Prevention and Health Promotion Coordinators

**FROM:** Elaine S. Smith, MS, RD  
Program Coordinator

**DATE:** January 13, 2009

**SUBJECT:** The Hidden Epidemic: Alcohol, Medication and the Older Adult, Best Practices, 2009 Conference Registration

The Hidden Epidemic: Alcohol, Medication and the Older Adult, Best Practices, 2009 conference registration is now available online. Go to:  
[http://www.abc.virginia.gov/educationapp/course\\_detail.jsp?schedule\\_id=631](http://www.abc.virginia.gov/educationapp/course_detail.jsp?schedule_id=631).  
Information is also available on the attached flyer. Register early as space is limited to the first 200 for this grant funded conference.

During the conference, innovative and creative teaching techniques such as drama and role playing will demonstrate how to help clients navigate the health care system to access needed services. Attendees will learn to use efficient and effective practices to sensitively assess, screen, and refer older clients who may indicate signs or symptoms of alcohol and medication misuse.

Please feel free to forward this information to service providers who provide direct care to older Virginians or any others who might be interested in further education on this topic.



**The Hidden Epidemic  
Alcohol, Medication and the Older Adult  
Best Practices  
2009**

**You are invited to attend an interactive one-day conference to learn best practices recommended for service providers to address the issue of alcohol and medication misuse in older adults. Through this training, you will learn to use efficient and effective tools to assess, screen and refer clients who may indicate signs or symptoms of alcohol and medication misuse. Innovative and creative teaching techniques will demonstrate how to help clients navigate the health care system to access needed services. You will leave equipped with an abundance of practical resources that you can share with your colleagues, as well as your clients and their families in the community.**

*Featured presenters: Frederic Blow, Ph.D., University of Michigan, Carol Colleran, CAP, ICADC, Executive Vice President of Hanley Center, West Palm Beach, Florida, and Jennifer Solomon, Public Health Advisor, Substance Abuse and Mental Health Services Administration.*

**When:** Tuesday, April 7, 2009, 9 a.m.– 4:30 p.m.

**Where:** Virginia Commonwealth University (VCU)  
Monroe Park Campus  
University Student Commons  
907 Floyd Avenue  
Richmond, VA 23284

**Cost:** \$35 if registered **by March 10**  
\$50 **after March 10**  
Continental breakfast and Chicken Plated lunch included.

Social Work and Nursing CEUS and Substance Abuse Counselor Contact Hours are available for this conference. There will be an additional charge at the event for individuals seeking CEUs or contact hours.

\$5 daily fee parking available at VCU Main Street and Cherry Street parking garage

**Registration Deadline: March 24, 2009 Attendance limited to first 200 registrants. Do not miss out on the best training in Virginia on this topic! To register, go to: [http://www.abc.virginia.gov/educationapp/course\\_detail.jsp?schedule\\_id=631](http://www.abc.virginia.gov/educationapp/course_detail.jsp?schedule_id=631). For more information, contact Regina Whitsett, 804-213-4445.**



# COMMONWEALTH of VIRGINIA

*Department for the Aging*

Linda L. Nablo, Commissioner

## MEMORANDUM

**TO:** Executive Directors  
Area Agencies on Aging

**AND:** Nutrition Directors  
Care Coordination  
Health Promotion and Disease Prevention

**FROM:** Elaine S. Smith, MS, RD  
Program Coordinator

**DATE:** January 13, 2009

**SUBJECT:** Call for Best Practices in Substance Abuse Treatment and Services for  
Older Adults Award

Following is a solicitation for practices or programs aimed at older adults that positively affect the quality of life and care for recipients of substance abuse treatment or services.

Please note the deadline for submission is January 30, 2009. You may feel free to share this information with other organizations in your community.

Best Practices in Substance Abuse Treatment and Services for  
Older Adults Award Administered by the  
Virginia Department of Alcoholic Beverage Control (VA ABC), Alcohol and Aging  
Awareness Group (AAAG), and Virginia Center on Aging, VCU (VCoA)

**Purpose**

Best practices or programs are those that are replicable and promote sustainable, high-quality treatment or services. This award recognizes excellence in substance abuse treatment and services provided to older adults.

**Awards**

VA ABC, AAAG and VCoA will provide a free exhibit table and complimentary registration for a representative of the awarded agency to attend and present their Best Practice at The Hidden Epidemic, Alcohol, Medication and the Older Adult Best Practices 2009 Conference, April 7, 2009, in Richmond, VA. Additional applications will be chosen to receive a certificate of recommendation and present in the Best Practices session at the conference.

**Focus**

Any practice or program that positively affects the quality of life and care for recipients of substance abuse treatment or services for older adults may be considered for this award. Practices or programs that demonstrate outcome based quality improvements or exemplary organizational models are especially encouraged. This may include but is not limited to:

- Collaborative endeavors
- Patient/family education efforts
- Cultural awareness/sensitivity initiatives
- Emergency plans and procedures
- Treatment/rehabilitation protocols or other support services
- Morale and motivation practices or programs to support older adults with substance abuse issues

**Review Criteria**

- Significance and degree of innovation
- Demonstration of effectiveness
- Potential for replication by others

**Eligibility**

- Any public or private organization in the Commonwealth of Virginia, operated for profit or not for profit to provide substance abuse treatment or services for older adults.

**Schedule**

Submissions will be accepted through **January 30, 2009**, and applicants will be notified by **February 20, 2009**.

**Application forms, guidelines, and further information may be obtained by contacting:**

**Regina Whitsett, Education Coordinator, VA ABC and Chair, AAAG**

**Best Practices in Substance Abuse Treatment and Services for Older Adults Awards**

**Virginia Department of Alcoholic Beverage Control**

**2901 Hermitage Road**

**Richmond, Virginia 23220**

**Phone: (804) 213-4445**

**FAX: (804) 213-4457**

**E-Mail: [Regina.Whitsett@abc.virginia.gov](mailto:Regina.Whitsett@abc.virginia.gov)**

Supported, in part, by the Geriatric Training and Education (GTE) initiative of the Virginia General Assembly.

## Guidelines

Best practices or programs are those that promote high-quality, treatment or services. This award recognizes excellence in substance abuse treatment and services provided to older adults. The VA ABC, AAAG, and VCoA Best Practices in Substance Abuse Treatment and Services for Older Adults Award program aims to:

- 1) facilitate identification of the critical components of optimal substance abuse treatment and services for older adults,
- 2) increase awareness about creative problem-solving techniques, and
- 3) promote the skills-building processes needed for successful implementation and replication of best practices in substance abuse treatment and services for older adults.

**Application:** Please complete the application form and on additional pages provide the following:

- Executive summary (short paragraph for publicity purposes including statement of problem, nature of practice/program implementation, resulting consequences or outcomes)
- Provide details about the practice/program using the following format:
  - Describe the significance of the practice/program being nominated and any pertinent background information supporting the importance of the problem/issue being addressed.
  - Outline the intended goals and objectives of the practice/program.
  - Explain the procedures employed to implement the practice/program.
  - Indicate how long the practice/program has been in place.
  - Define those eligible to participate and how many are currently served.
  - Discuss the concrete benefits of the practice/program and any positive affects noted (in terms of quality indicators, if appropriate).
- Consider responding to the following questions, if applicable:
  - Are there any aspects of the practice/program that are particularly innovative or that offer a creative solution to an important problem?
  - Is there a recruitment strategy for promoting utilization of the practice/program?
  - Is the practice/program being marketed to promote increased awareness in the community?
  - Has the practice/program been formally evaluated? (Include the documentation of any outcome based quality improvements, along with the methods of measurement employed and the quantitative results achieved)
  - What material and human resources have been committed to the practice/program and how were these appropriated?
  - Has the practice/program resulted in recommendations or documents useful to others?
  - What resources are needed to implement this practice?

### Rules for Nomination

- Submissions should include as a cover page, the signed, and dated VA ABC, AAAG, and VCoA Best Practices in Substance Abuse Treatment and Services for Older Adults Award program application form. Nominations should be submitted both in hard copy (postmarked no later than January 30, 2009) and by e-mail to [Regina.Whitsett@abc.virginia.gov](mailto:Regina.Whitsett@abc.virginia.gov).
- Nominators must be willing to provide additional information as needed by the VA ABC, AAAG, and VCoA Best Practices Awards review committee.
- There is no limit on the number of entries an agency/organization may submit.
- Applications that are not selected may be re-nominated in consecutive years.

### Selection

The Best Practices in Substance Abuse Treatment and Services for Older Adults Awards program is administered by VA ABC, AAAG, and VCoA which developed the application procedures and

review criteria. Nominations are considered by members of the VA ABC, AAAG, and VCoA Best Practices Awards review committee who use standardized criteria in their review.

Supported, in part, by the Geriatric Training and Education (GTE) initiative of the Virginia General Assembly.

# Best Practices in Substance Abuse Treatment and Services for Older Adults Award

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Administered by the  
Virginia Department of Alcoholic Beverage Control (VA ABC),  
Alcohol and Aging Awareness Group (AAAG),  
and Virginia Center on Aging, VCU (VCoA)

Deadline: **January 30, 2009**

Applicant Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Nominator Name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ FAX #: (\_\_\_\_) \_\_\_\_\_ e-mail: \_\_\_\_\_

Name of Practice/Program: \_\_\_\_\_

\_\_\_\_\_

VA ABC, AAAG and VCoA will provide a free exhibit table and complimentary registration for a representative of the awarded agency to attend and present the Best Practice at The Hidden Epidemic, Alcohol, Medication and the Older Adult Best Practices 2009 Conference on April 7, 2009 in Richmond, Virginia. Additional applications will be chosen to receive a certificate of recommendation and present in the Best Practices session at the conference.

I certify that the statements herein are true and complete to the best of my knowledge, and accept the obligation to comply with the terms and conditions of the Best Practices in Substance Abuse Treatment and Services for Older Adults Award program if an award is made as the result of this submission.

\_\_\_\_\_  
Agency Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nominator

\_\_\_\_\_  
Date