



COMMONWEALTH of VIRGINIA
Department for the Aging

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October 4, 2011

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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.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Tim Catherman, Director of Administrative Services

DATE: October 4, 2011

SUBJECT: Director and Board Notes

This week is a discussion about the agency audit. It is a good practice to periodically change auditing firms at least once every 5 years.

Most agencies issue an RFP for auditing services every 5 years. It is normal for the current auditor to have the lowest bid. Through the RFP process, you can exclude the current auditors from making an offer. If you don't include the exclusion, a justifiable-documented reason for not accepting the current auditor's bid is that they have been agency's auditors for the past 5 years.

When issuing the RFP, remember to include all of the deliverables. VDA regulations §22VAC5-20-460 et seq. requires the audit to:

- conform to the audit to the requirements of OMB Circular A-133 including the [HHS Aging Cluster Audit](#);
- provide an opinion on three accompanying schedules: Status of Funds, Costs by Program Activity, and Status of Inventories; and
- provide a Management Letter containing recommendations for improvements in the financial operations.

After the audit has been finalized, it should be presented and reviewed by the Board of Directors. The review should be reflected in the Board's minutes.

If you have questions, please contact me.

The Self-Assessment Survey of Board and Management Operations will be discussed and distributed at the V4A Meeting next week.



12-02

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Katie Roeper, Assistant Commissioner

DATE: October 4, 2011

SUBJECT: Grant Announcement

Rural Senior Housing Fund Application

The Housing Assistance Council (HAC) is pleased to announce a new grant program, the Rural Senior Housing (RSH) Fund. Eligible affordable housing organizations can apply for RSH grants to support activities that will build, preserve, or advocate for housing for low-income seniors (62 and older) living in rural areas. This new program is made possible through the generous support of The Atlantic Philanthropies.

Applications are due to HAC no later than Thursday, December 15, 2011.

To access the application and for additional information, [Click Here](#). (Word file)

If you have any questions about the application or the RSH FUND, please contact Janice Clark, 202.842.8600 x 131 or email Janice@ruralhome.org.

Note. Look for an announcement in October for a webinar training to answer questions about the application.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Ellen Nau, Program Coordinator

DATE: October 4, 2011

SUBJECT: Caregiving

New River Valley Area Agency on Aging Caregiver Event
Caring Connections: Fourth Annual Caregiver Conference and Resource Fair

October 15, 2011 8:00 a.m -3:30 p.m. 117 Edwards Hall New River Community College
Dublin, Virginia Teepa Snow is the featured speaker. Contact: 540.980.7720

Webinar for Caregivers

LeadingAge and the Private Duty Homecare Association and will come together on October 11, 2011 to present on the topic "**Signs that In-Home Care is Needed.**" For more information on the webinar <http://www.helpchoosehome.com/events/upcoming/> One of the main concerns of families with aging loved ones is how to know when extra care is needed.. Register <https://www2.gotomeeting.com/register/863456122> Join PDHCA and LeadingAge for the free webinar on October 11, 2011 at 7 p.m. Eastern Time, and learn the Signs that Indicate In-Home Care is Needed.

Peter Notarstefano | Director, Home & Community-Based Services |
LeadingAge | P 202.508.9406 | LeadingAge.org
pnotarstefano@LeadingAge.org



12-04

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors and Data Administrators, Area Agencies on Aging

FROM: Deb Loving, Information Systems Specialist

DATE: October 4, 2011

SUBJECT: FY 2011 NAPIS-AAA Report

Area Agencies on Aging are reminded to complete and submit the NAPIS-AAA report for Federal Fiscal Year 2011. Executive directors are required to certify (by signing) the completed NAPIS-AAA report. Your agency's NAPIS-AAA report and supporting documents (see details below) are due at VDA by **5:00pm Friday, November 11, 2011**. Please compare your 2011 data to your 2010 report for accuracy!

Submit the first six (6) worksheets of the NAPIS-AAA, including the signature page, to my attention in one of these ways: (1) e-mail a scanned PDF, (2) fax 804-662-9354, (3) USPS mail.

In addition to the signed report, **email the NAPIS-AAA Excel file** to aging_aimamr@vda.virginia.gov.

AIM System Users: After you close out your client data for FY 2011, download the NAPIS-AAA report from <http://www.vda.virginia.gov/reportsandinstructions.asp>. You will find the report listed in the "Programmatic Reports" section as "NAPIS-AAA Annual Report FY11". Rename the file by replacing the "XX" characters with your 2-digit PSA number. End-of-year AIM replications are also due by 5:00pm on November 11th. Please upload your replication as usual and send me an e-mail to let me know that you have submitted your final FY11 replication. If your September replication contains your finalized end-of-year data, please inform me of that by email when you upload in October. Submit a VA36 and VA95 report as supporting documentation. (**Send these 5 Items:** signed NAPIS-AAA, Excel NAPIS-AAA, VA36, VA95, AIM replication as of 9/30/2011.)

PeerPlace System Users: After you close out your client data for FY 2011, run the NAPIS_AAA report and download it. Please name the file NAPIS-AAA-XX, replacing the XX's with your 2-digit PSA number. Confirm the auto-filled PeerPlace data, and complete the relevant remaining fields manually. As supporting documentation, also run, download, and submit the "Service and Units Summary Report" and the "Title III-E Summary for Care Receivers" and "Title III-E Summary for Caregivers". (**Send these 5 Items:** signed NAPIS-AAA, Excel NAPIS-AAA, NAPIS_Group page only of Service & Units Summary, summary only (delete the details!) of III-E Care Receiver, and summary only (delete the details!) of III-E Caregiver.)

If you have questions, please feel free to contact me. Thank you!

1610 Forest Avenue, Suite 100, Richmond, Virginia 23229

Toll-Free: 1-800-552-3402 (Voice/TTY) • Phone: 804-662-9333 • Fax: 804-662-9354

E-mail: aging@vda.virginia.gov • Web Site: www.vda.virginia.gov



12-05

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

AND: Nutrition Directors
Disease Prevention and Health Promotion Coordinators

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

DATE: October 4, 2011

SUBJECT: Resources for Flu Season

Flu Season is Approaching - Spread the Word - Get Your Flu Vaccination Now

According to the Centers for Disease Control and Prevention (CDC), the 2011-12 flu season starts in October and can last for more than six months. The best prevention to getting the flu is to get a vaccination, now. Available on the CDC website is information on the importance of getting vaccinated. Included is information on the types of flu for the 2011-12 flu season. Also accessible at the site, for download only, are a number of posters and other resource materials and activities individuals and organizations can use to spread the word about getting a flu vaccination.

To view the CDC Seasonal Flu web page, please go to <http://www.cdc.gov/flu/about/season/>.

You can also learn more about the 2011-12 flu season at <http://www.flu.gov/>



12-06

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

AND: Nutrition Directors
Disease Prevention and Health Prevention Coordinators

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

DATE: October 4, 2011

SUBJECT: Suicide Prevention Training

The Virginia Department of Health, in conjunction with Ft. Lee and the Virginia Wounded Warrior Program, will host two Applied Suicide Intervention Skills Training (ASIST) programs at Ft. Lee during the fall of 2011

ASIST is the most widely used intervention skills training in the US. It is a two-day intensive, interactive and practice-dominated course designed to help caregivers recognize risk for suicide, intervene to prevent immediate harm and link persons at risk to the next level of care.

ASIST is often used by people in a variety of "front line" positions. It is for all caregivers (any person in a position of trust). It is suitable for school counselors, psychologists, social workers, administrators, nurses, case workers, police/correctional/juvenile justice staff, soldiers, organizations working with military/veterans, social service staff, foster care staff, clergy, advocates for elderly and all 'natural helpers' who work in the field of human service (regardless of the population served).

Because of a SAMHSA grant (Substance Abuse and Mental Health Services Administration) awarded to the Virginia Department of Health's Division of Prevention and Health Promotion, this training will be offered at no cost to participants; the training is typically valued at \$250. All training materials will be provided; meals will be "on your own".

Suicide Prevention Training
October 4, 2011
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Because of the demand for seats, please register only if you are able to attend the full two days, and are not 'on-call' for other duties during that time.

All participants will receive a certificate documenting 14 hours of instruction. Continuing Education credits are available for licensed social workers, licensed professional counselors, and law enforcement upon request. Participants who miss any part of the training will not receive CEUs or a certificate.

Training Details

Location: Memorial Chapel
1901 Sisisky Blvd.
Ft. Lee, VA 23801

Dates/Registration:

October 18th-19th

8:30am – 4:30pm (both days)

<http://www.surveymonkey.com/s/FtLeeASISTOctober>

November 8th-9th

8:30am – 4:30pm (both days)

<http://www.surveymonkey.com/s/FtLeeASISTNovember>

This training is open to anyone; both civilians and military personnel. To enter Ft. Lee you will need your driver's license, car registration, and proof of insurance. Please contact Christina Benton for any questions:

Christina Sloan Benton, MPH
Suicide Prevention Manager
Injury, Suicide & Violence Prevention Program
Division of Prevention & Health Promotion
Virginia Department of Health
(p) 804-864-7736
(f) 804-864-7748
christina.benton@vdh.virginia.gov
www.preventsuicideva.org



12-07

COMMONWEALTH of VIRGINIA
Department for the Aging

September 21, 2011

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Tim M. Catherman
Director Administrative Services

DATE: October 4, 2011

SUBJECT: 2011-2012 State Holiday Schedule

The Virginia Department of Human Resource Management has issued the holiday schedule for 2012. VDA will be closed in observance of the following holidays for the remainder of 2011 and 2012.

2011

Monday, October 10 – Columbus Day and Yorktown Victory Day
Friday, November 11 – Veterans' Day (observed)
Wednesday, November 23 (Close at Noon)
Thursday, November 24 – Thanksgiving Day
Friday, November 25 – Day After Thanksgiving
Friday, December 23
Monday, December 26 Christmas (observed)
Monday, January 2 – New Year's Day (observed)

2012

Friday, January 13 – Lee-Jackson Day
Monday, January 16 – Martin Luther King, Jr. Day
Monday, February 20 – George Washington's Birthday
Monday, May 28 – Memorial Day
Wednesday, July 4 – Independence Day
Monday, September 3 – Labor Day



2010-2011 State Holiday Schedule

October 4, 2011

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Monday, October 8 – Columbus Day and Yorktown Victory Day

Monday, November 12 – Veterans' Day (observed)

Wednesday, November 21 (Close at Noon)

Thursday, November 22 – Thanksgiving Day

Friday, November 23 – Day After Thanksgiving

Monday, December 24

Tuesday, December 25 – Christmas

The calendar can also be found at <http://www.dhrm.virginia.gov>. If you have any questions, please call me at (804) 662-9309.



12-08

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Joseph D. Hoyle
Policy Analyst

DATE: October 4, 2011

SUBJECT: Fall Edition of *Age in Action*

The latest edition of *Age in Action* may be viewed at:
<http://www.sahp.vcu.edu/vcoa/newsletter/ageaction/agefall11.pdf>

The following is an introductory note from Dr. Ed Ansello, the Director of the Virginia Center on Aging.

Dear Friends,
I am pleased to attach the new fall 2011 issue of *Age in Action*, published by the Virginia Center on Aging and the Virginia Department for the Aging.

As you may know, this quarterly publication has twice been judged to be the best aging-related newsletter in the South. We hope that you agree that this issue lives up to that standard. It contains a truly helpful piece on the habilitation approach to dementia care, written by Dr. Paul Raia of the Alzheimer's Association of Massachusetts and New Hampshire; the final essay by the late Saul Friedman, veteran journalist and Pulitzer Prize winner, on the small miracles he appreciated near the end of his life; an informative review of the Virginia Gold experiment to upgrade and uplift the role of certified nursing assistants in long term care; an eye opener about obesity and a likely culprit; plus editorials, resources, calendar items, and much more.

Each issue of *Age in Action* reaches an estimated 20,000 readers, including professionals in various fields, older adults, advocates, policy makers, educators, and others. I'd like to invite you to consider submitting essays or other pieces that might reach this substantial audience.

Please read and forward this issue to friends and colleagues. Invite them, also, to consider submitting articles, informational notes, Calendar of Events notices, prospective case studies, essays, and other items of interest. As you can readily see, while we publish *Age in Action* in Virginia, much of its content is generalizable to other settings.

We'd be happy to add newcomers to our e-mail distribution list. Tell people that they can write me directly at eansello@vcu.edu and I'll add them.

With best wishes for the fall,
Ed

Edward F. Ansello, Ph.D.
Director
Virginia Center on Aging
Virginia Commonwealth University
Richmond, VA 23298-0229
(804) 828-1525



12-09

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Ellen Nau, Program Coordinator

DATE: October 4, 2011

SUBJECT: Long Term Care Services and Work Force

Raising Expectations: A State Scorecard on Long-Term Services and Supports for Older Adults, People with Physical Disabilities, and Family Caregivers
Information courtesy of Jill Kagan, ARCH and Russell Mark, Director | Development & Programs, National Alliance for Caregiving

Certain states significantly outperform others in the delivery of long-term services and supports (LTSS) to older adults and people with disabilities, according to a new report released jointly today by AARP's Public Policy Institute, The Commonwealth Fund, and The SCAN Foundation.

The report, [Raising Expectations: A State Scorecard on Long-Term Services and Supports for Older Adults, People with Physical Disabilities, and Family Caregivers](#), examines four key dimensions of state LTSS system performance: affordability and access; choice of setting and provider; quality of life and quality of care; and support for family caregivers. It assesses each state's performance overall as well as on 25 individual indicators, some of which were measured for the first time.

The Scorecard finds that all states need to improve. Even the top three states—Minnesota, Washington, and Oregon—have a long way to go to create a high-performing system of long-term services and supports. Areas for improvement include home care, assisted living, nursing home care, supports for family caregivers, and the efficiency with which states spend LTSS funds.

The report points out that, generally, leading states have enacted public policies designed to:

- Improve access to services and enhance choice by directing state Medicaid programs to serve more people in need and offer consumers preferred alternatives to nursing homes.
- Provide a single entry point in the system through which people can more easily access information and services.
- Improve support for family caregivers by offering legal protections as well as other services to address caregiver needs.

The full report, along with a podcast and an interactive map displaying state-by-state information, is available at www.longtermscorecard.org. On this site, users can download state fact sheets, as well as compare state performance on individual indicators and create customized PowerPoint slides.

DSW Workforce Center

The National Direct Service Workforce (DSW) Resource Center supports efforts to improve recruitment and retention of direct service workers who help people with disabilities and older adults to live independently and with dignity. The PHI Data Center in collaboration with DSW has created a website of State by State information on the long-term care service population. Go to: <http://dswresourcecenter.org/tiki-index.php> to access this information.

National Service Agency Announces 2012 AmeriCorps Funding Opportunities

The Corporation for National and Community Service (CNCS) has released three funding notices for its 2012 AmeriCorps grant competition. The grant competition carries out the goals of the bipartisan 2009 Edward M. Kennedy Serve America Act and the agency's 2011-2015 Strategic Plan to achieve greater impact by targeting resources on a core set of challenges and using performance measures to assess and demonstrate impact. In the 2012 competition CNCS expects to invest a significant amount of available funding to programs working in the six Focus Areas of Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures, and Veterans and Military Families.

In particular, CNCS seeks to target its AmeriCorps grantmaking in the Education, Disaster Services and Veterans and Military Families Focus Areas. You may want to explore the potential for using AmeriCorps volunteers in respite, especially under the Veterans and Military Families Focus Area.

Applications are due January 18, 2012 at 5:00 p.m. Eastern Time.

To learn more about each funding opportunity and to download an application, please go to http://www.nationalservice.gov/for_organizations/funding/nofa.asp

\$500,000 MacArthur Award Goes to D.C. Resident Who Fights Elder Abuse

http://www.washingtonpost.com/lifestyle/style/macarthur-genius-grant-goes-to-dc-activist-who-fights-elder-abuse/2011/09/19/gIqANERzgK_story.html?hpid=z4