



COMMONWEALTH OF VIRGINIA
DEPARTMENT FOR AGING AND REHABILITATIVE SERVICES

JAMES A. ROTHROCK
Commissioner

DIVISION FOR THE AGING
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[Click here to go to the Virginia Division for the Aging Home Page](#)

TABLE OF CONTENTS
AAA TUESDAY E-MAILING
October 23, 2012

SUBJECT

Aging Network Volunteer Collaborative
(Katie Roeper)

Update: FY2012 NAPIS-AAA Report
(Deb Loving)

VCU School of Allied Health Professions Webinar on Patient
Protection and the Affordable Care Act
(James A. Rothrock)

MIPPA Closeout Report –
Program Year: 09/30/2010 – 09/29/2012
(Marica Monroe)



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MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Katie Roeper

DATE: October 23, 2012

SUBJECT: Aging Network Volunteer Collaborative

We have received a request from Rachel Feldman, Director of Communications and Corporate Relations at NASUAD, regarding the development of a tool kit for organizations to help them develop programs for their volunteers. Please see her message below:

NASUAD, in collaboration with the [Aging Network's Volunteer Collaborative](#), is working on developing a Tool Kit for helping programs develop strong training, monitoring and evaluation programs for their volunteers. We know the best way to learn about options is from your peers.

We are requesting copies of your Volunteer Handbooks – or any programming you have to help train and evaluate your program's volunteers. We will compile these submissions to create an online training class, handouts, and an FAQ that will help enhance your state's programs, or help you develop new ideas.

Please send me a copy of your handbook, either through email or to the address below, by Friday, October 26th. Your assistance with this project will help strengthen our ability to provide you with Technical Assistance in boosting and enriching the volunteer network in your state. Please let me know if you have any questions.

Rachel S. Feldman
Director of Communications and Corporate Relations
National Association of States United for Aging and Disabilities
1201 15th Street, NW, Suite 350
Washington, DC 20005
Direct Line: 202.898.2585
Office Line: 202.898.2578



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MEMORANDUM

TO: Executive Directors and Data Administrators, Area Agencies on Aging
FROM: Deb Loving, Information Systems Specialist (deb.loving@dars.virginia.gov)
DATE: October 23, 2012
SUBJECT: UPDATE FOR AGENCIES USING PEERPLACE: FY 2012 NAPIS-AAA Report

This memo replaces the 10/2/2012 NAPIS-AAA memo. This update reflects changes for agencies using PeerPlace for their FY 2012 data reporting. Please disregard the original and follow these instructions.

It's time to complete and submit the NAPIS-AAA report for Federal Fiscal Year 2012. Executive directors must certify (by signing) the completed NAPIS-AAA report. The NAPIS-AAA report and supporting documents (see below) are due at DARS-VDA by **5:00pm Thursday, November 15, 2012**.

Please compare your 2012 report to your final 2011 report and 2012 year-end AMR to ensure accuracy!

Submit the first six (6) worksheets of the NAPIS-AAA, including the signature page, to my attention in one of these ways: (1, preferred) e-mail a scanned PDF, (2) fax to 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 enter all client data for FY 2012, 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 FY12". Replace the "XX" characters in the file name with your 2-digit PSA number. End-of-year AIM replications are also due by 5:00pm on November 15th. Please upload your replication as usual and send me an e-mail to let me know that you have submitted your final FY12 replication. If your September replication contains your finalized end-of-year data, let me know that by email when you upload it in October. Submit a VA36 and VA95 report as supporting documentation. **Send these 5 Items:** 1: signed NAPIS-AAA, 2: Excel NAPIS-AAA, 3: VA36, 4: VA95, 5: AIM replication as of 9/30/2012.

Be sure your NAPIS-AAA report matches the data on your FY 2012 year-end AMR!

PeerPlace System Users: After you enter all client data for FY 2012, run the NAPIS_AAA report and download it. Name the file NAPIS-AAA-XX, replacing the XX's with your 2-digit PSA number. It is your responsibility to verify the auto-filled PeerPlace data, and complete the relevant remaining fields manually. **Send only these 2 Items:** 1: signed NAPIS-AAA, 2: Excel NAPIS-AAA.

Your NAPIS-AAA report should match the data on your FY 2012 year-end AMR!

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



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MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: James A. Rothrock

DATE: October 23, 2012

SUBJECT: VCU School of Allied Health Professions Webinar on Patient Protection and the Affordable Care Act

October 22, 2012

**Webinar Celebrating
Allied Health Week**

**Sponsored by the VCU School of
Allied Health Professions**

Title:

"Looking into the Crystal Ball of Reform: Patient Protection and Affordable Care Act (PPACA) and the Allied Health Professions"

Date & Time:

**November 5, 2012
3:30pm**

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Introductions:

**Cecil B. Drain, Ph.D., FAAN, FASAHP
Dean, School of Allied Health Professions
Virginia Commonwealth University
Medical College of Virginia Campus**

Presenter:

**Cindy A. Watts, Ph.D.
Professor and Chair
Department of Health Administration
School of Allied Health Professions
Virginia Commonwealth University**

Discussant / Reflections:

**Ronald H. Winters, Ph.D., Dean Emeritus
College of Health Professions
University of Arkansas for Medical Sciences**

Platform Coordinator:

Nico Stanculescu, World Events Forum

Moderator:

**E. Ayn Welleford, MSG, PhD, AGHEF
Gerontologist
Chair & Associate Professor
Department of Gerontology
School of Allied Health Professions
Virginia Commonwealth University**

[To register, please click here.](#)

For more information, please email agingstudies@vcu.edu.

**STAY TUNED FOR
THE DEPARTMENT
OF
GERONTOLOGY'S
FALL
NEWSLETTER**

**CONSIDER A GIFT
TO THE
DEPARTMENT OF
GERONTOLOGY'S
ENDOWED
PROFESSORSHIP
CAMPAIGN. [CLICK
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INFORMATION.](#)**



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MEMORANDUM

TO: Those responsible for MIPPA reporting

FROM: Marica B. Monroe, Financial Statement Reporting & Acctg Manager

DATE: October 23, 2012

SUBJECT: MIPPA Closeout Report – Program Year: 09/30/2010 – 09/29/2012

The close out (settlement) reports for the program period beginning September 30, 2009 and ending on September 29, 2012 for all MIPPA programs ending 09/29/2012 must be submitted to the Department for Aging and Rehabilitative Services no later than November 15, 2012. Please complete the report using the pages, tabs, and fields attached then e-mail the completed report to reports@vda.virginia.gov. Each MIPPA source of funding has a separate tab. If you did not receive funds from a particular source please disregard that tab. Please name the file, MIPPA Closeout Report PSA XX, replacing the XX with your agency's PSA number.

Please input the budget amounts and program expenditures by category for the entire budget period (09/30/2010 – 09/29/2012) for each tab where applicable. These grants cover multiple years and funds may have been distributed in separate pots. Please ensure that the budget and expenditures reported on the closeouts include all funds awarded for that project even if they were awarded in separate pots. If you have any questions, please call 804-662-9320.

Thank you.

CC: Kathy Miller
Liz Havenner

CMS MIPPA PRIORITY 1

Program Year: 09/30/2010 - 09/29/2012

Agency:



Month: Final

Program Year: 09/30/2010 - 09/29/2012

Approved Budget Categories (List)	Approved Budget		Y-T-D Expenditures		Budget Balance	
	Grant	Match	Grant	Match	Grant	Match
Personnel					0	0
Travel					0	0
Training & Education					0	0
Supplies & Equipment					0	0
Other					0	0
					0	0
					0	0
					0	0
					0	0
					0	0
					0	0
Total	0	0	0	0	0	0

% Spent Grant Funds _____ 0%

% Spent Match Funds _____ 0%

Revised: 10/19/2012

MIPPA AOA PRIORITY 2

Program Year: 09/30/2010 - 09/29/2012

Agency:

Month: Final

Program Year: 09/30/2010 - 09/29/2012

Approved Budget Categories (List)	Approved Budget		Y-T-D Expenditures		Budget Balance	
	Grant	Match	Grant	Match	Grant	Match
Personnel					0	0
Travel					0	0
Training & Education					0	0
Supplies & Equipment					0	0
Other					0	0
					0	0
					0	0
					0	0
					0	0
					0	0
					0	0
Total	0	0	0	0	0	0

% Spent Grant Funds _____ 0%

% Spent Match Funds _____ 0%

Revised: 10/19/2012

MIPPA AOA PRIORITY 3

Program Year: 09/30/2010 - 09/29/2012

Agency:

Month: Final

Program Year: 09/30/2010 - 09/29/2012

Approved Budget Categories (List)	Approved Budget		Y-T-D Expenditures		Budget Balance	
	Grant	Match	Grant	Match	Grant	Match
Personnel					0	0
Travel					0	0
Training & Education					0	0
Supplies & Equipment					0	0
Other					0	0
					0	0
					0	0
					0	0
					0	0
					0	0
					0	0
Total	0	0	0	0	0	0

% Spent Grant Funds _____ 0%

% Spent Match Funds _____ 0%

Revised: 10/19/2012