*Title III-C1 and C2 FAQ Sheet*

***Question:* Do home delivered meals need to have a temperature taken daily and keep a daily temperature log recorded? (C2)**

***Answer:*** Under the Title III-C2 policies, “perform temperature checks on a random basis to ensure food is delivered at appropriate temperatures, that equipment used to hold temperatures when transporting meals is functioning properly, and that the length of the route allows for the integrity of the meals to be maintained”*1*. Random basis in the policies should be identified as once per month or once per quarter.  Documentation of these temperature checks should be kept and available for review.

***Question:* Can providers count “test meals” for temperature verification as an eligible home delivered meal? (C2)**

***Answer:*** Yes. Temperature test meals can be counted as an eligible and reimbursable meal. The maximum reimbursable amount is one test meal per month for each site. Please use the “test meals” sub-service in SAMS to count these meals as eligible. Volunteers may also be given the test meals and entered under a specific individual in SAMS*2*.

***Question:* What is the definition of homebound? (C2)**

***Answer:*** As interpreted by the federal government, “Persons age 60 and older who are frail, homebound by reasons of illness or incapacitating disability or otherwise isolated, shall be given priority in the delivery of services under this part. Frail, as used in this part, means having a physical or mental disability including having Alzheimer's disease or a related disorder with neurological or organic brain dysfunction, that restricts the ability of an individual to perform normal daily tasks or which threatens the capacity of an individual to live independently”*3*.

***Question:* What is the meal cost tool and when is it due? (C1 and C2)**

***Answer:*** The meal cost tool is a document that was developed to determine meal cost variations across the state. The tool is due each federal fiscal year on October 31st.

***Question:* Can an eligible participant receive more than one meal? (C1 and C2)**

***Answer:*** Second helpings served to the same individual at the same meal service are not counted as second meals for reporting purposes*4*.

***Question:* Does a site have to provide participants with a leftover meal container? (C1)**

***Answer:*** No. Providers may choose to allow eligible participants to take leftovers. If leftovers are allowed at a site, specific instructions should be followed as detailed in the Title III-C1 policies*5*.

***Question:* Do Title III-C programs recognize common law marriages? (C1 and C2)**

***Answer:*** Yes. The Title III programs are non means tested. Therefore, supporting documentation for eligibility is not permitted or required. Self-declared spouses are eligible for the meal programs.

***Question:* Can an eligible participant receiving Home Delivered meals come to a congregate site for a birthday meal (*dual enrollment*)? (C2)**

***Answer:*** Yes. The service provider can choose to count the birthday meal under the C2 service plan or they can create a new service plan for C1 meals. For further information please review the SAMS FAQ document*6*.

***Question:* Can a caregiver receive a home delivered meal if they are not the spouse of the eligible participant? (C2)**

***Answer:*** The caregiver can be served an eligible meal as long as the caregiver is over 60 and are eligible for the meal program*7*.

***Question:* What is NSIP (Nutrition Services Incentive Program)? (C1 and C2)**

***Answer:*** The Nutrition Services Incentive Program (NSIP) is separate funding given through the Administration for Community Living (ACL). The funds can only be used to purchase domestically produced food (food grown or food products processed in the U.S.)*8*.

***Question:* When do providers receive NSIP funding and when does it need to be expended by? (C1 and C2)**

*Answer:* NSIP funds are distributed from ACL to the Aging Division, and are then distributed to contract C1 and C2 service providers. Notice of Awards may be distributed at any time during the Federal Fiscal Year (FFY) and the Aging Division does not know when the awards will be distributed from ACL. NSIP funds must be expended within the same FFY that they are received.

***Question:* Are carry-out meals allowed? (C1)**

***Answer:*** No. The intention of the meal program is to increase socialization and allow adults to eat together. Temporary congregate meals are allowed in specific circumstances*9.*

***Question:* Is there an age limit for volunteers? (C1 and C2)**

***Answer:*** No, volunteers can be of any age if allowed by the service provider. Food safety rules apply to those under age 16 and service providers should comply with local and state regulations*10*.

***Question:* Are emergency (shelf-stable) meals required? (C1 and C2)**

***Answer:*** Emergency meal packages *may* be provided at the discretion of the service provider for congregate meal eligible participants, but it is not required for the C1 meal program. All home delivered nutrition program providers must, at minimum, *offer* eligible participants an emergency meal. It is up to the eligible participant to accept or reject the emergency meal*11*.

***Question:* Can providers make their own emergency (shelf-stable) meals? (C1 and C2)**

***Answer:*** Yes but the emergency meals must meet the same nutrition requirements as is required for congregate and home delivered meals*12*.

***Question:* Can waiver meal participants receive nutrition education materials and counted as education units in SAMS? (C2)**

***Answer:*** Yes as long as Medicaid is not funding nutrition education and the clients meet the C2 eligibility criteria*13*.

***Question:* Do volunteers need to complete the AGNES? (C1 and C2)**

***Answer:*** Only if the volunteer is 60 or older and is eligible for the meal program. Any other volunteer is not required to complete the AGNES. There is a volunteer form created by CLS that is available to use but is not required. A service provider can use their own forms for their volunteers to complete that includes minimum information (name, address, emergency contact).

***Question:* Does the volunteer form need to be updated yearly? (C1 and C2)**

***Answer:*** Not unless the volunteer has information on the form that they want to update.

***Question:* Do providers need to have an EBT machine for SNAP benefits? (C1)**

***Answer:*** Eligible participants utilizing SNAP can use those benefits as a voluntary contribution toward the OAA meal if they wish to do so. Service providers are not required to have an EBT machine available at their site but may provide this service if they choose to do so*14*.

***Question:* Can frozen meals be given to C1 participates and counted as an eligible meal?**

***Answer:*** No. The intent of the Title III-C1 program is to provide socialization and social contact with others. The organization may offer frozen meals to eligible participants, but it cannot be counted as an eligible meal or reimbursed through the III-C1 program.