



Wyoming
Department
of Health

Provider Calls / Program Training 2024

Aging Division Community Living Section



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Objectives

- CLS Updates
 - GetSetUp
 - SAGECare
- OAAPS Reporting & Variances
- Public notice for FFY25 grants - Letter of Intent to Apply
- New AGNES w/updated FPL for 2024
- Annual Provider Training in May
- Review and updates for III B/III D/ARPA
 - Budgets
 - A&D Updates
 - Sign up for III-D
- Review and updates for III C1/C2/ARPA
 - Nutrition Counseling
- Review and updates for III E/WyHS/ARPA
 - Sliding Scale Fee (WyHS)
- WellSky Aging and Disability (A&D) updates:
 - Sliding Scale Fee (WyHS)
 - Quarterly A&D Meeting
 - WellSky moving to Web Assembly
- WSSB Updates:
 - Attestation
- Quality Assurance updates
 - SAM
 - Affirmation of Audit



Notes from Jeff

CLS Updates

- **GetSetUp Wyoming!**

- GetSetUp is a live, online, learning platform specifically designed for older adults.
- Wyoming began our partnership with GetSetUp two years ago.
- The goal was to provide an online option for older adults to stay engaged, learn new things, and meet new people.
- Over 5,000 Wyoming residents have participated in numerous classes.
- We will continue to partner with GetSetUp for another two years to keep this option available.

Please share this opportunity with your clients. It is free to use for all Wyoming residents by using this link: <https://www.getsetup.io/partner/Wyoming> and using the code “Wyoming” to get started and gain free access to all of their online content.



Notes from Jeff

CLS Updates

- **SAGECare:**

- SAGECare is a leading LGBTQ+ aging cultural competency provider with decades as a leading educator that provides training programs and strategic guidance to help improve the lives of LGBTQ+ older adults.
- ACL has partnered with SAGECare to be able to offer free cultural competency training for organizations funded by ACL.
- CLS recently participated in these trainings and was offered a base level credential for their participation. Not only did we gain some good insights into the people we serve, but also gained national recognition through SAGECare for our efforts.
- Those of you funded by our Title III grants can also participate in these courses for free and gain a similar recognition for your organization.
- SAGECare Informational Materials
 - Fact Sheet: <https://sageusa.care/wp-content/uploads/2023/08/SAGECare-Fact-Sheet.pdf>
 - To sign up, please fill out the form at this link: <https://sageusa.care/contact-us/>
 - Your organization IS a direct recipient of ACL funds



Notes from Jeff

- **Public Notice - Coming Soon!**
 - Title III and Title VII grant funding opportunities will be open to the public in FFY2025.
 - Keep an eye out for our public notice announcements in late January and Early February, and be sure to submit your letters of intent to apply if you wish to be considered for our grant opportunities in the next fiscal year.



Notes from Jeff

- **Annual Provider Training**

- The Community Living Section will once again host an in-person training event for our provider network.
 - **When: May 14-16, 2024**
 - **Where: Central Wyoming Community College, Riverton, WY**
- More information to come. Room reservation information will be available soon, we are making the final arrangement with a hotel to offer a block of rooms at the government rate.
- We are always open for training content suggestions. We'll send out a formal request for content. In the meantime, feel free to email or call to share your thoughts.



Notes from Jeff

The current Continuing Resolution (CR) funding the federal government is set to expire in phases on January 19 and February 2.

- If Congress does not pass a CR or final FY24 budget by Jan. 19, there will be a partial government shutdown. Aging and disabilities programs will continue to be funded through Feb. 2; if there is not a CR or final budget by that date, there will be a full government shutdown.
- The Wyoming Department of Health is monitoring this situation closely and at this time we do not anticipate gaps in our ability to fulfill our grant obligations and reimbursements for Title III programs in the near future. It is our practice with Title III funds to hold approximately 90 days' worth of federal funding for situations like this. However, in the event of a protracted federal government shutdown the State of Wyoming will be forced to make decisions on how best to proceed. If necessary, we'll provide additional updates as new information comes to light.



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Board Game Events

Board Game Events

- Joy for All board games
- Serves as an outreach tool

Contact Information

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Title III-B Support Services Program



Lisa Engstrom
Program Manager
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Title III-B Program

- **Budgets–IIIB & ARPA**
 - Please track your budget categories monthly. You can refer to your grant application if you are unsure what those are.
 - Budget Tracking tool available on our website: <https://health.wyo.gov/aging/communityliving/providerresources/financial-reports/>
 -



Title III-B Program

A&D Updates

- **Most common services with missing data last year:**
 - Information & Assistance—connecting seniors or their family to resources even outside of your facility, answering questions about available resources,
 - Outreach—check in phone calls, visiting homebound clients
 - Newsletters & Social Media
- **Remember what you put on your grant application needs to be tracked in A&D unless you didn't end up providing those services.**



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Title III-D



Lisa Engstrom
Program Manager
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Title III-D Program Update

FFY24 IIID Programs

- **Current Programs**
 - Current programs available are **Tai Chi** and **Bingocize**
 - Jeff Grant still has some Bingocize licenses available
 - Jeff also sent an email to directors about a program called **Think First** that he has available.
- **SAIL Program**
 - Fall Prevention Program
 - Trainer training is offered online for around \$180.00.
 - No license to purchase



Title III-D Program Update

FFY24 Title IID Funding Agreement

- Please remember your Funding Agreement must be completed and approved before any expenses are incurred and/or before any classes take place

FFY2024 Title III-D Preventative Health Program Grant Application

- Cover page

– Provider Name and Program Name

Provider Organization Name:

Program Name:



Title III-D Program Update

- ❖ **Application**
 - **Page 1–Tell us the story of your program and provide justification for use of the funds**

Please provide an explanation of the III-D Evidence Program to be offered. Describe the program elements and requirements in detail to include number of sessions/classes along with number of required instructors. Refer to the Title III-D Policy document for program fidelity

Sufficient justification for use of the funds is required for the agreement to be approved. Please include all direct costs you expect to have during the year for your program. Also include how many sessions you intend to offer in FY24. Any non-approved items described in this justification will need to be amended prior to CLS approval and reimbursement.



Title III-D Program Update

Application Page 2

- ❖ Provide detailed budget of expenses for the program you will be offering
- ❖ Don't forget to complete the bottom of the application along with your signature and date

<i>Organization Name</i>	
<i>Address</i>	
<i>Organization Director Name</i>	
<i>Phone Number</i>	
<i>Email</i>	
<i>Total Funding Requested</i>	
<i>Organization Director Signature & Date</i>	

Please provide a detailed budget of the expenses your program will have in FY24	
PERSONNEL EXPENSES	FEDERAL FUNDS
<i>Job Position/Title</i>	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
<i>Total Personnel Expenses</i>	\$ -
TRAVEL & TRAINING EXPENSES	FEDERAL FUNDS
	\$ -
	\$ -
	\$ -
	\$ -
<i>Total Travel & Training Expenses</i>	\$ -
PROGRAM LICENSE FEES	FEDERAL FUNDS
	\$ -
	\$ -
<i>Total Program License Fees</i>	\$ -
MATERIAL & SUPPLIES EXPENSES	FEDERAL FUNDS
	\$ -
	\$ -
	\$ -
	\$ -
<i>Total Material & Supplies Expenses</i>	\$ -
OTHER EXPENSES	FEDERAL FUNDS
	\$ -
	\$ -
	\$ -
	\$ -



Title IID Program Update

❖ Invoice

- The new invoice is similar to the other Title III invoices.
- You can submit monthly invoices now instead of waiting until sessions are finished
- P&L's must be submitted with invoice
- No Indirect charges are allowed in IID
- No local match requirement for IID

Title III-D Preventative Health FFY 2024				
Legal Name:		Month:		Year:
Program Name:				
	Received in Previous Month DO NOT try to match previous month reimbursement to current month expenditure	Current Month Income		
Title III-D Income by Source:	Federal	Program Income	Other	
Federal III-D Fund				
Program Income				
Other Fund (related to III-D activities)				
Other Fund (related to III-D activities)				
Total Income Received by Provider	\$0.00	\$0.00	\$0.00	
III-D Program Income must match from Income to Expenditure.				
Total of other program income (relating to III-D activities):			\$0.00	
Title III-D Program Expenditures:	Federal	Program	Other	Totals
****No Indirect Charges are allowed on Title III-D****				
Personnel/Employee Benefits & Taxes				\$0.00
Travel & Training				\$0.00
Program License Fees				\$0.00
Material & Supplies				\$0.00
Other Expenses				\$0.00
Total Expenses	\$0.00	\$0.00	\$0.00	\$0.00
Total Reimbursement Amount				\$0.00



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Title III-C Program

Title III-C



Lori Ruess
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Title III-C Program

Invoices Etc...

Seeing improvements on the tracking with less revisions- Thank you!

- Please remember to include a portion of local match funds and NSIP funds quarterly
- There are funds still available for emergency /shelf stable meals. If interested please email me a request



Title III-C Program

Nutrition Counseling

- **A service offered for both C1 & C2: Checked on Application**
 - **Determined by the AGNES & participant request**
 - **Must be completed by the registered dietitian**
 - **If not offering in your center, you may refer the person**

- **Numbers are down from the previous year.**
 - **What are the challenges you are seeing?**



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Title III-E & WyHS

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Program Manager
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Title III-E & WyHS Program Updates

- ❑ Caregiver and WyHS Background Checks: Thank you for making the requested changes for the background checks. Turnaround time is currently about 10 days, which has been an improvement. Remember to send an email when you've sent in fingerprint cards to DCI. The policy remains the same except for where you mail the cards.
- ❑ Caregiver and WyHS APS packets: Reminder we will no longer provide the packets and magnets. Please refer to our web page for APS information. The policy remains the same.
- ❑ WyHS Sliding Scale document changes will be forthcoming to change to the 2024 Federal Poverty Guidelines.



Title III-E & WyHS Program Updates

- ❑ Invoices: Thank you for sending in your invoices timely. Please take the time to double check the invoices before sending them. Common errors seen, incorrect dates, name of the center blank, if you have in-kind income, please put a comment on the invoice.

- ❑ Reminder: if an ACC leaves your employment, please let me know. When you hire an ACC, please let me know the date of hire and provide their email address.

- ❑ Caregiver Providers: Request for Caregiver information—please provide information that was requested in the email sent 12/20/23, the requested deadline is 1/19/24. We have opportunity to have a listening session with ACL and CMS (Centers for Medicare and Medicaid) and would like to have your feedback to share during that time.



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WellSky Aging & Disability (A&D)



Maraia Rubin
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AGNES Changes

Aging Needs Evaluation Summary (AGNES) - One Form

This form may not be altered. Revised 1/10/2024

- New Federal Poverty Levels
- Provider Please Complete section at the top with notes on pages required for each program
- Added Take Out Meals
- Lined Provider Comments Section
- Sending out today 1/18/24

¿Hablas Español? Si No

¿Necesitas un documento en Español? Si No

Aging Needs Evaluation Summary (AGNES) - One Form

This form may not be altered. Revised 1/10/2024

Provider please complete: What programs will the participant be enrolled in?

- Title III-B (Complete 1st page) Title III-C1 (Complete 1st & 2nd page) Title III-C2 (Complete 1st, 2nd, & 3rd page)
 Take Out Meals (Complete 1st & 2nd page) Title III-D (Complete 1st page) Title III-E (Complete 1st, 2nd, & 3rd page)
 WyHS (Complete 1st, 2nd, & 3rd page)

Client Please Complete: Basic Client Information

Date of Assessment: / /
(Today's date – Assessment date in A&D)

Nickname:

Legal First Name:

Legal Last Name:

Middle Initial:



Wellsky Aging & Disability



New WebAssembly

- Update will occur Sunday February 4th
- You no longer need the Silverlight browser plugin
- Use browsers like Google Chrome, or Microsoft Edge without IE mode
- Will send out handbook on new Dashboard set up



WellSky Aging & Disability

WyHS Sliding Fee Scale Data Entry

- Please enter the WyHS Sliding Fee Scale Contribution Level into the Details page of each Consumer on your WyHS program
- This can be found on the Details page on the left hand side under Custom Fields

Custom Fields

WyHS Sliding Fee Schedule

Willing to volunteer

EP Contribution Level 0

EP Contribution Level 1

EP Contribution Level 2

WellSky Aging & Disability

A&D Quarterly Meeting

- Tuesday February 6th, 2024 at 1pm
- Sending out Google Meet invites soon to all A&D users
- Discuss any updates about data entry and answer any questions that A&D users might have
- We will also discuss WebAssembly and how it seems to be going at that point



WellSky Aging & Disability

Reminders from Data Review

- Any service that you indicated you would provide on your grant application should be entered into the A&D system this fiscal year
- Please do your own verification reports that aggregate counts are entered for each month
- Report that shows if a month is missing

Title **Sub Title**

Report Settings (6/16)

Print Parameters **Sort By**

Sub Group By **Group**

Service Category
Service
County of Residence
Town of Residence
Zip Code of Residence

Month



WellSky Aging & Disability

- Enter Social Media and Newsletters for Title IIIB

Service Delivery - Public Information, 1 Units X

Save | Save and Close | Close | Add Next | Make a Copy | Print | Open Audit

Care Program NAPIS - Title III B no care plan required -...

Agency Wyoming State Division on Aging

Provider

Service Category Support Services

Service Public Information

Subservice

Service Month/Year Article

Units Social Media

Unit Price \$0.00

Type 1 session

Total Cost \$0.00

Diagnosis Code

Service Order No: Order No : (None)

Consumers Served 1

Units/Consumer 1.00000000

Format Property List



WellSky Aging & Disability

Title III E Caregiver Demographic Reports

Please enter the following information to each caregiver's detail page in WellSky:

- Caregiver Name and Age
- Relationship of Caregiver to Care Receiver
- Care Recipient
- Caregiver Zip Code and Address
- Age of Care Recipient
- Gender of Caregiver
- Poverty Status of Caregiver
- Ethnicity of Caregiver
- Race of Caregiver
- Minority Status of Caregiver



WellSky Aging & Disability

Title III Care Receiver Demographic Reports

Please enter the following information to each caregiver's detail page in WellSky:



- Caregiver Name and Age
- Relationship of Care Receiver to Caregiver
- Caregiver
- Care Receiver Disability Status- on AGNES form
- Care Receiver Cognitive Impairment Status- from ADL and IADL
- Gender of Caregiver



WellSky Aging & Disability

Details | Activities & Referrals | Assessments | Billing | Care Plans | Journals | Routes | Service Deliveries | Service Orders

Format Panels | Status Wizard | Merge | Copy Client ID | Add New ▾

Care Recipients

Add New | Open | Delete | Open Care Recipient: |  

  Rubin, Maraia B (1304226067)
(912) 876-6742
2/1/2023 - (Unspecified) | Federal |

Wyoming State Division on Aging

Daughter/Daughter-In-Law

Care Recipient - Rubin, Maraia B 


OK | Cancel | Reject Changes | Open Audits | Open Care Recipient |


Care Recipient  

Care Recipient Client ID

Care Recipient Agency

Caregiver Relationship to Care Recipient ▾

Start Date 

End Date 

Primary?

Family Caregiver Program Type ▾

At Risk for Abuse or Neglect
 No
 Yes
 Don't Know



WellSky Aging & Disability

Standard
Delivery Type to Caregiver
 to Care Recipient

Care Program Family Caregiver Support Program - Title III(e)... ▾

Agency Wyoming State Division on Aging ▾

Provider Buffalo Senior Center ▾

Site ▾

Care Recipient Rubin, Maraia B (1304226067) Federal :... ▾

Service Category NFCP Counseling/Education ▾

Service ▾

Service Month/Year 10/2023 📅

Units 1.00

Unit Price \$0.00

Type

Total Cost \$0.00

Diagnosis Code 📄 ✖

Service Order No: Order No : (None)

[Format Property List](#)



WellSky Aging & Disability

Data Review- prepping for our OAAPS submission

- program managers might be reaching out to your organization about data variances for our variance explanations
- Please keep in mind our data review points of weakness and work towards implementation this fiscal year 2024



WellSky Aging & Disability

Aggregate Counts for all Care Programs FFY2023

**Please make sure
that your
aggregate data is
also entered!**

Aging and Disability Database

[Aging and Disability Reports SFY24 & FFY2024-Revised 10/3/2023](#)

[Aging and Disability Database User Manual Revised-03202023](#)

[Aggregate Counts for all Care Programs FFY23](#)

NAPIS Title IIIB-no care plan required-

Service Category: Support Services

Service: Public Information

Subservice: Social Media and Article

Units: 1 Unit per social media post or type of newsletter and enter number of consumers/viewers

NAPIS IIIC1-

Service Category: Nutrition Education

Service: Nutrition Education

Unit: 1 unit per session/handout (packet) provided and enter the number of consumers that attended the session or received the handout

required to be entered quarterly

Service Category: Congregate Meals

Service: No AGNES C1 Meal

Units: 1 unit and enter the total number of meals served to No AGNES participants in the "Consumers Served" field

NAPIS IIIC2-

Service Category: Nutrition Education

Service: Nutrition Education

Unit: 1 unit per session/handout (packet) provided and enter the number of consumers that attended the session or received the handout

required to be entered quarterly

Service Category: Home Delivered Meals

Service: C2 Test Meal

Unit: 1 unit and enter the number of Test Meals within the "Consumers Served" field
required to be entered monthly



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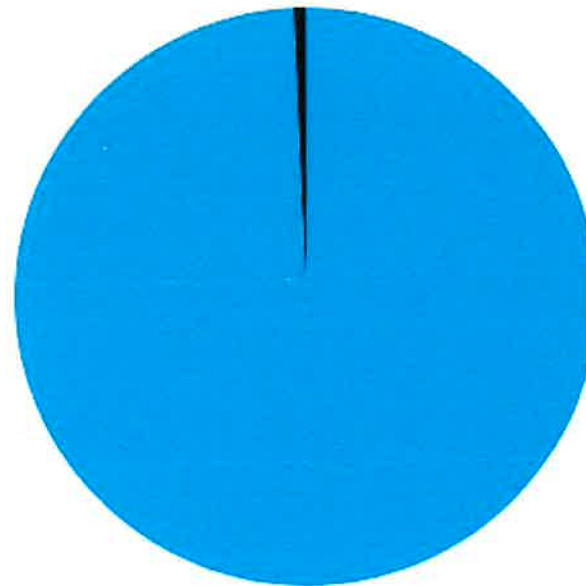
WellSky Aging & Disability

Wyoming population

My contact information
is

- Maraia Rubin-
307-777-7988
(maraia.rubin@wyo.gov)
- See you at the A&D
Users Meeting!

■ Wind
■ People



imgflip.com



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WSSB



Scott Hood
Quality Assurance Specialist
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The Attestations were sent out in October for you to review. If you have any issue with what we have please let me know so we can adjust where needed.

If you are good please sign and return to me



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Quality Assurance



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QA-Update

-Affirmation of Audit was sent out please complete and return as soon as possible.

-SAM.gov-remember when you get the email about registering for SAM.gov, if you do not renew your payments will be held until you register again.



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Contact Us

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