

APPENDIX C - Categories of Services for A&D Reporting

<i>Service Category</i> <i>(Overseen by center staff)</i>	<i>Service</i> <i>(A unit of service is a direct contact or encounter)</i>	<i>Examples and Notes</i>
<u>Health Services</u>	<i>Health Educations – Check Funding Source</i> <i>(Occurrence)</i>	<u>General Health Education</u> <i>Mini Health Fair</i> <i>Gatekeeper, Train the Trainer</i> <i>Diabetes Education Class</i> <u>Mental Health</u> <i>Facts about Alzheimer</i> <i>Mental Health concerns of people with Chronic Disease</i> <i>Depression in Older Adults</i> <i>Mental Wellness is for Everyone</i> <i>Stress management</i> <i>General Mental Health Seminar</i>
	<i>Health Exercises – Check Funding Source</i> <i>(Activity)</i>	<u>Physical Activity</u> <i>Aerobic, Wii Exercise</i> <i>Tai Chi and Yoga</i> <i>Walking</i> <i>Line Dancing</i> <i>Water Aerobic</i>
	<i>Health Treatment and Preventions – Check Fund Source</i> <i>(Occurrence)</i>	<u>Clinics</u> <i>Blood pressure Clinic</i> <i>Flu Shot Clinic</i> <i>Foot Care Clinic</i> <i>Hepatitis B/Pneumonia Shot Clinic</i> <i>Massage</i> <u>Support Groups</u> <i>Diabetes Support Groups</i> <i>AA Support Group</i> <i>Peer Support</i> <u>Health Screenings</u> <i>Depression Screening</i> <i>Hearing, Vision Screening</i> <i>Fall Prevention/Stability Screening</i> <i>Pre-Diabetic/Cholesterol Screening</i> <i>Respiratory Screening</i> <i>Other Sponsored Preventive Health Services Screening</i>

<i>Service Category</i>	<i>Service</i>	<i>Examples and Notes</i>
<u>Socialization Services</u>	<i>Clubs/Group Activities</i> <i>(Occurrence)</i>	<u>Book Clubs</u> <u>Study Group</u> <u>Monthly Movies</u> <u>Special Event Parties</u> <u>Morning Break Socials</u> <u>Pot Luck Dinner</u> <u>Field-Trips</u> <i>Scheduled sight-seeing trips, out-of-town tours for recreational purpose</i> <i>(Can't count toward Transportation Services, must be one unit per a round-trip transport)</i> <u>Organized recreational activities</u> <i>Off-site Movie Nights, Square Dance, 50's Choir, etc.</i>
	<i>Games</i> <i>(Activity)</i>	<u>Bingos</u> <u>Card Games</u> <i>Board games, Mahjong & Bunco</i> <u>Pool/Billiard</u>
	<i>Crafts</i> <i>(Occurrence)</i>	<u>Art Classes</u> <u>Quilting Classes</u> <u>Ceramic Classes</u>
	<i>Shoppings</i> <i>(Per Round Trip)</i>	<i>Organized Shopping Trips for daily necessities.</i>

<i>Service Category</i>	<i>Service</i>	<i>Examples and Notes</i>
<u>Support Services</u>	<p>Chores (1 Hour) ADL and IADL is required for Chore Services only. The ADL and IADL status should be updated annually. (for services not covered by other programs)</p> <p>Education/Trainings (Session)</p> <p>Counselings (Occurrence) (as defined by NAPIS)</p> <p>Crisis Interventions (Occurrence)</p> <p>Information & Assistances (This service aggregate count only) (1 Unit, Number of Consumers)</p>	<p><u>Handymans</u> <i>Performance of heavy household tasks provided in a person's home and possibly other community settings. Tasks may include yard work or sidewalk maintenance in addition to heavy housework. (Source: HCBS Taxonomy).</i> <i>Heavy house keeping</i> <i>Snow removal</i> <i>Yard maintenance (mowing)</i> <i>Run errands for home bound seniors</i></p> <p><u>Client & Staff Education/Training</u> <i>A service that provides instruction to improve knowledge and performance of specific skills. Training may be conducted in-person or on-line, and be provided in individual or group settings.</i> <i>Elder Abuse Prevention</i> <i>Sign language</i> <i>Lectures</i> <i>Sensitivity Training</i> <i>55 Alive</i> <i>Older Driver Education</i> <i>Computer Class</i> <i>Workshops & CPR Classes</i> <i>Mini Seminar</i></p> <p><u>Presenters</u> <i>Vendor Exhibits, Public Presentation</i></p> <p><u>Financial or Legal Referrals</u> <i>Non-mental health related counseling. Assessment and Referral Services.</i></p> <p><u>Physical or Living Aids Intervention</u> <i>Services provided to meet immediate needs for older individuals to be able to live in a safe environment. Minor eye-glasses repair, hearing aid battery replacement or minor repair, etc....</i> <i>Eye Glasses Repair, Hearing Aid Repair</i></p> <p><u>Respite – Vol</u> <i>Adult Daycare dropped-in service, or referral to Title III-E or Medicaid Family Choice Services, etc....</i></p> <p><u>Community Resources Coordination</u> <i>Housing, Financial Management, Legal Assistance, and Referral Services.</i></p> <ul style="list-style-type: none"> • <i>Provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology</i> • <i>Assesses the problems and capacities of the individuals</i> • <i>Links the individuals to the opportunities and services that are available;</i> • <i>To the maximum extent practicable, ensures that the individuals receive the services needed by the individuals, and are aware of the opportunities available to the individuals, by establishing adequate follow-</i>

		<p><i>up procedures</i></p> <ul style="list-style-type: none"> • <i>Serves the entire community of older individuals, particularly:</i> <ul style="list-style-type: none"> ○ <i>older individuals with greatest social need</i> ○ <i>older individuals with greatest economic need</i> ○ <i>older individuals at risk for institutional placement</i>
		<p><u>Forms Assistancess</u> <i>Housing</i> <i>Disability (SSA)</i> <i>Employment</i> <i>Tax Assistance</i> <i>LEIP</i> <i>Letter writing and reading</i> <i>Follow-up of information and referral</i></p>
		<p><u>Resource Assistance</u> <i>Loan Closet or material aids.</i> <i>Food Bank</i> <i>Library for Video and Book</i></p>
	<p><u>Outreaches</u> <i>(This service aggregate count only)</i> <i>(1 Unit, Number of Consumers)</i></p>	<p><u>Advocacy</u> <i>Assist client with social needs</i></p>
		<p><u>Telephoning</u> <i>Status and welfare checks</i></p>
		<p><u>Visiting</u> <i>Provide support to homebound or transitioning eligible participants who have returned from long-term care facility to community living environment.</i></p>
	<p><u>Article</u> <i>(This service aggregate count only)</i> <i>(1 Unit, Number of Consumers/Viewers)</i></p>	<p><i>Newsletters and publications, i.e. information flyers to share special events with eligible participants.</i></p>
	<p><u>Social Media</u> <i>(This service aggregate count only)</i> <i>(1 Unit, Number of Consumers/Viewers)</i></p>	<p><i>Face-book, twitters, etc.... i.e. the number of views (aggregate count) per post (1 unit)</i></p>

<i>Service Category</i>	<i>Service</i>	<i>Examples and Notes</i>
<u>Transportation Services</u>	Transportations (1 one-way trip(s))	<u>Local</u> <i>Routine schedule or curb to curb transportation. Each one-way travel is a unit. A unit is from one location to another location. Transportation Services or activities that provide or arrange for the travel of individuals from one location to another. Does not include any other activity.</i>
		<u>Out-of-Town Trips</u>
		<u>Organized Trips</u> <i>Once a week grocery trip, medical appointments</i>
	Assisted Transportations – (1 one-way trip(s))	<u>Handicapped Trip</u> <i>Assistant required, one-on-one services for older individuals with physical, mental impairment or memory problems. Assisted Transportation. Services or activities that provide or arrange for the travel of individuals from one location to another. This service includes escort or other appropriate assistance for a person who has difficulties (physical or cognitive) using regular vehicular transportation. Does not include any other activity.</i>
		<u>Handicapped - Out-of-Town Trip</u>
		<u>Wheelchair Trip</u>
	<u>Wheelchair</u> <u>Out-of-Town Trip</u>	

Key	
Yellow Highlight	<i>Important changes, notes and removal of services</i>
Purple Text	<i>Examples of possible activities/events you can run and add under the A&D service/sub-service names</i>
Red Text	<i>Important definitions</i>

Revised 01/02/2025