

P O L I C Y

I S S U A N C E

KANSAS DEPARTMENT ON AGING

FINAL

To: Secretary's Office, Program and Policy, Administrative Services, Licensure, Certification, and Evaluation

Legal: Joann Corpstein, Greg Wright, Susan Andrews

Administration on Aging: Amy Wiatr

Provider Associations: Craig Kaberline, K4A

Stakeholders: PSA 01 Ruth Jones/Joseph Reardon/Loris Jones, PSA 02 Annette Graham/Thomas Winters, PSA 03 Michelle Morgan/Wilmer Severns, PSA 04 Jocelyn Lyons/Tom Ryan, PSA 05 John L. Green/Ralph L. Barclay, PSA 06 Dave Geist/Phyllis Haltom, PSA 07 Elizabeth Maxwell/Eugene Highberger, PSA 08 Julie Govert-Walter/J.M. Frey, PSA 09 Karen Wilson/Allison Mueller, PSA 10 Jodi Abington/Don Bales, PSA 11 Dan Goodman/Hannes Zacharias/Annabeth Surbaugh

Field Services Policy #: FS 2010-09

From: Patsy Samson

Date: 12/8/10

RE: Legal Assistance

Policy Issue: Revise policies to reflect the 2006 amendment to the Older Americans Act (OAA), update priority areas for legal assistance, and clarify Area Agency and Legal Service Provider responsibilities.

Check Appropriate Process:

Standard Policy Process, KDOA/KHPA Policy Process, Expedited Policy Process

Policy Implementation Through:

KDOA, KHPA, MMIS Fiscal Agent (HP Enterprise Services)

KDOA Contact Person(s): Vern Norwood (785-291-3358)

KHPA Contact Person(s): N/A

Related References/Processes:

Related Policy Number(s): N/A, Superseded Policy Number: Section 6.3 and related form, K.A.R. Change Required? No, KDOA Policy Manual Change? Yes

If yes: What Reference #(s), Date to initiate revision, Proposed effective date

State Plan Change Required?No*If yes:* What section #(s) _____

Submission Date: _____

Transmittal Number (TN): _____

Supersedes Transmittal Number: _____

Waiver Amendment Required?No**Routing Information:**

Internal Route Date: _____

10/12/10

Internal Comments Due Date: _____

11/12/10

Field Route Date: _____

10/12/10

Field Comments Due Date: _____

11/12/10

KHPA Route Date: _____

N/A

KHPA Comments Due Date: _____

N/A

KHPA Approval Date: _____

N/A**KDOA Approval Date:** _____12/08/10**Training Required?**

KDOA Central Office: _____

None

KDOA Field Staff: _____

None

AAA Staff: _____

None

Contracted Case Managers: _____

None

Customer Education: _____

None

Rationale for Change: Updates to the Field Services Manual to reflect current federal policy. This new policy reflects a change to the OAA in the individuals to be targeted for legal assistance services and the priority areas of law. AAA and Legal Service Provider requirements have been reorganized and clarifications made. The Legal Services Reporting form (SS-028) and Instructions have been revised to reflect federal ethnic and race classifications and updated service categories.

Final Policy: This policy change and implementation date is effective January 1, 2011. The updated Legal Services Reporting Form (SS-028) will be effective for the October - March (semi-annual) report due to KDOA April 20, 2011.

Approved Disapproved

_____/s/_____
Secretary of Aging

December 8, 2010
Date