

**Older Americans Act (OAA)
FY24 III-B Supportive Services Definitions**

Eligibility: Must be age 60 or older. Local funds must be used for services provided to those under 60.

Verification: Must have enrollment form (Title III – Participant Enrollment Form) completed annually with AAA staff approval for service delivery. Complete with ADL/IADL checklist for Personal Care, Homemaker, Chore, and Adult Day Care/Health Services.

Target Population under OAA for services and programs: Age 60+ with greatest social and economic need, low-income, those residing in rural areas, limited English proficiency, and at greatest risk for institutional care (i.e., has at least two ADL impairments).

Service Category	Fund Source	Unit	Definition	Notes
Personal Care	Title III-B State Local Program Income Other	1 hour = 1 unit Registered Participant	Assistance (personal assistance, stand-by assistance, supervision, or cues) with Activities of Daily Living (ADLs) and/or health-related tasks provided in a person’s home and possibly other community settings. Personal care may include assistance with Instrumental Activities of Daily Living (IADLs). Example: dressing, bathing, personal grooming, toileting, transferring in/out of bed/chair, continence, feeding, or walking to assist with personal care needs.	Must have at least 2 of the following ADL impairments: dressing, bathing, personal grooming, toileting, transferring in/out of bed/chair, continence, feeding, or walking to assist with personal care needs. [OAA, Section 102(a) (22) (A)(i); OAA, Section 321(a) (22)]
Homemaker	Title III-B State Local Program Income Other	1 hour = 1 unit Registered Participant	Performance of light housekeeping tasks provided in a person’s home and possibly other community settings. Task may include preparing meals, shopping for personal items, managing money, or using the telephone in addition to light housework.	Must have at least 2 of the following ADL impairments: dressing, bathing, personal grooming, toileting, transferring in/out of bed/chair, continence, feeding, or walking to assist with personal care needs. [OAA, Section 102(a) (22) (A)(i); OAA, Section 321(a)(5)(C)]

Service Category	Fund Source	Unit	Definition	Notes
Chore	Title III-B State Local Program Income Other	1 Hour = 1 Unit Registered Participant	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.	Can include providing supplies for volunteers to provide the assistance to build ramps and to provide other simple home repairs and upgrades to assist with independence. [OAA, Section 321(a)(5)(C)]
Adult Day Care/Health	Title III-B State Local Program Income Other	1 Day (8 hours) = 1 Unit <i>*Partial days may be reported using two decimal places</i> Registered Participant	Services or activities provided to adults who require care and supervision in a protective setting for a portion of a 24-hour day. Includes out of home supervision, health care, recreation, and/or independent living skills training offered in centers most known as Adult Day, Adult Day Health, Senior Centers, and Disability Day Programs. [OAA, Section 321(a)(5)(B)]	Must have at least one ADL or IADL impairment: ADL – dressing, bathing, personal grooming, toileting, transferring in/out of bed/chair, continence, feeding, or walking to assist with personal care needs. IADL – telephone use, shopping, food preparation, housekeeping, laundry, mode of transportation, or medication management. [OAA, Section 102(a) (22) (A)(i); OAA, Section 321(a)(5)(C)]
Case Management	Title III-B State Local Program Income Other	1 Hour = 1 Unit <i>*Partial units may be reported (15-minute increments) for CM assistance lasting less than an hour</i> Registered Participant	Assistance either in the form of access or care coordination in circumstances where the older person is experiencing diminished functioning capacities, personal conditions or other characteristics which require the provision of services by formal service providers or family caregivers. Activities of case management include such practices as screening and assessing needs, providing options counseling, coordinating services, and providing follow-up as required. Short-term case management is used to stabilize individuals and their families in times of immediate need before they have been connected to ongoing support and services. It may involve a home visit and more than one follow-up contact.	ADSS strongly encourages the use of III-B and/or ADRC state funds for activities that are not covered under Medicaid or any other program fund source for situations that may require more intensive case management than is offered by the ADRC. *III-B Case Management can be a resource when the ADRC determines the need for a home visit.

Service Category	Fund Source	Unit	Definition	Notes
Legal Assistance	Title III-B State Local Program Income Other	1 Hour = 1 Unit <i>*Report in actual minutes</i> Registered Participant	Legal advice and representation provided by an attorney to older individuals with economic or social needs as defined in the OAA, Sections 102(a) (23 and 24), and in the implementing regulation at 45 CFR Section 1321.71, and includes to the extent feasible, counseling, or other appropriate assistance by a paralegal or law student under the direct supervision of a lawyer and counseling or representation by a non-lawyer where permitted by law.	*Time spent providing legal assistance to a client should be reported in actual minutes. Either the attorney or the AAA should report the attorney's hours. Both agencies may not report the same hours.
Information and Assistance (I&A)	Title III-B State Local Program Income Other	1 Contact = 1 Unit Aggregate	A service that: provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology; assesses the problems and capacities of the individuals; links the individuals to the opportunities and services that are available; 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-up procedures; and serves the entire community of older individuals, particularly with greatest social and economic need and at risk of institutional placement.	I&A can be provided to individuals under age 60. Anyone that receives I&A at the senior center should be referred to the ADRC. Referrals to the ADRC are counted as a unit of I&A. *Phoning an individual to provide comfort or help (previously captured as Telephone Reassurance)
Outreach	Title III-B State Local Program Income Other	1 Contact = 1 Unit Aggregate	Intervention with individuals initiated by an agency or organization for the purpose of identifying potential participants or their caregivers and encouraging their use of existing services and benefits.	*Going to see a participant to provide comfort or help (previously captured as friendly visiting) *Outreach is not an appropriate category to collect large group numbers from media events. Report under Marketing

Service Category	Fund Source	Unit	Definition	Notes
Public Education	Title III-B State Local Program Income Other	1 Contact = 1 Unit Aggregate	Providing opportunities for individuals to acquire non-nutrition related knowledge, experience, or skills. This service may include workshops designed to increase awareness on various topics, such as crime or accident prevention, continuing education, or legal issues. Workshops may be designed to teach participants a specific skill in a craft, job, or occupation if the participant does not expect to receive wages or other stipends.	
Marketing	Title III B State Local Program Income Other	1 Activity = 1 Unit Aggregate	<p>An activity that involves contact with multiple individuals through newsletters, publications, or other social or mass media activities providing education and outreach.</p> <p>Examples: Newspaper Ad/story – 1 unit / Estimated audience (Clients) = 1,500</p> <p>Newsletter – 1 unit / Estimated audience (Clients) = 200</p> <p>Billboard ad – 1 unit / Estimated audience (Clients) = Number of passerby’s the billboard company estimates (number must not exceed 10,000 in AIMS, i.e if billboard company states passerby’s = 50,000 please still enter only 10,000)</p> <p>Social Media Post – 1 unit / Estimated audience (Clients) = Number of followers of social media page</p>	**Do not report over 10,000**

Sources:

1. Older Americans Act – 2020 Reauthorization, <https://acl.gov/about-acl/authorizing-statutes/older-americans-act>
2. State Program Performance Report for State Units on Aging, Appendix A: Data Element Definitions, OMB Approval Number 0985-0008

Reminder: ADRC’s screen the individual but it is up to the III-B staff to enroll the client utilizing the III-B Enrollment Form located in AIMS.