



## INFORMATION MEMORANDUM

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**TO:** Subrecipients of the State Unit on Aging

**FROM:** Cynthia Brammeier, Administrator, State Unit on Aging

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**SUBJECT:** Anonymous Client Guidance in Peer Place

**CONTENT:** This Information Memorandum is designed to provide Area Agencies on Aging (AAAs) with guidance on tracking non-registered services to anonymous individuals in Peer Place's Information & Assistance and Aging & Disability Resource Center (ADRC) programs.

**Client profiles should only be created when the client or caller's first and last name is known.** This reduces "Mike Unknown" and "Mary Anonymous" client profiles. If the first or last name is unknown, the staff person can use their agency's "AAA name Anonymous" client profile.

AAA/ADRC site	Client ID	First Name	Last Name
AOWN	83365	AOWN	Anonymous
AP/Aging Partners	83370	AP	Anonymous
Blue Rivers	83372	Blue Rivers	Anonymous
ENOA	83369	ENOA	Anonymous
MAAA	83373	MAAA	Anonymous
NENAAA	83371	NENAAA	Anonymous
SCNAAA	40909	SCNAAA	Anonymous
WCNAAA	83374	WCNAAA	Anonymous

The client profile address is the AAA's address. County Reports and View Builder views may skew towards the AAA's home county. The Anonymous client profile ID should be excluded where possible.

If you have questions, please contact Ben at 402-471-4555, Amy at 402-471-4781 or at [DHHS.aging@nebraska.gov](mailto:DHHS.aging@nebraska.gov)

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