

*Aging Office of Western Nebraska*

*Updates to the SFY 2020-2023 Area Plan*

*July 1, 2020 through June 30, 2023*

*Annual Budget*

*July 1, 2022 through June 30, 2023*

*Grantor:*

*State Unit on Aging*

*Division of Medicaid & Long-Term Care*

*Department of Health & Human Services*

*P.O. Box 95026*

*Lincoln, NE 68509*



## AGING OFFICE OF WESTERN NEBRASKA

1517 Broadway Suite 122  
Scottsbluff, Nebraska 69361  
Phone (308)635-0851

March 14, 2019

Cynthia Brammeier  
Department of Health and Human Services  
State Unit on Aging  
Division of Medicaid & Long-Term Care  
P.O. Box 95026  
Lincoln, NE 68509-5026

Dear Cynthia:

The following is the Aging Office of Western Nebraska submission of our annual plan and the 4 year plan document.

If you have any questions or concerns, would you please contact me?

Sincerely,  
*Cheryl R. Brunz*

Cheryl R. Brunz  
Executive Director  
Aging Office of Western Nebraska

**AREA AGENCY ON AGING:** Aging Office of Western Nebraska

Application to operate a service project for older Nebraskans under the Older Americans Act, as reauthorized and amended for the period beginning July 1, 2022 and ending June 30, 2023 in planning and service area.

AND

Annual application for support for the period beginning July 1, 2022 and ending June 30, 2023

The applicant agrees to comply with all federal state and local rules, regulations and policies as outlined in the Older Americans Act, as amended; the Nebraska Community Aging Services Act, the Nebraska Care Management Act, the Local Long-Term Care Ombudsman Program; policies and/or regulations established by the HHS-State Unit of Aging and all other applicable rules, regulations, assurances and ordinances. This includes assurances included in this document.

GRANTEE:	Area Agency on Aging Governing Board Chairperson (or comparable official authorized to sign this document):
Name: <u>Aging Office of Western Nebraska</u>	Name: <u>Larry Engstrom</u>
Address: <u>1517 Broadway Ste. 122</u>	Address: <u>1517 Broadway Ste. 122</u>
City: <u>Scottsbluff</u> , NE Zip <u>69361</u>	City: <u>Scottsbluff</u> , NE Zip <u>69361</u>
Phone: <u>(308) 635-0851</u>	Phone: <u>308-635-0851</u>
Executive Officer: <u>Cheryl Brunz</u>	

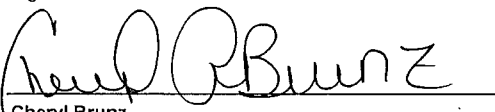
**APPLICATION FOR FUNDS 7/1/2022 through 6/30/2023**

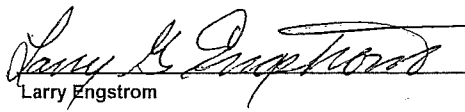
(Lines 17a, 17b, 17c, 18a, 18b, 18c, & 19)

III-B - Supportive Services	\$323,608.00
III-C(1) - Congregate Meals	\$352,227.60
III-C(2) - Home-Delivered Meals	\$496,927.00
III-D - Disease Prevention & Health Promotion	\$9,023.00
III-E - Family Caregivers Support Program	\$109,225.00
VII-Ombudsman & Elder Abuse	\$0.00
State Funds (such as Care Management, ADRC, Senior Volunteer) (Lines 17a, 17b, 17c, & 19)	\$317,450.00
<b>SUBTOTAL</b>	<b>\$1,608,460.60</b>
Area Agency on Aging Composite Match (Lines 14a-15b)	\$447,309.00
Area Agency on Aging Composite Non-Match (Lines 10 - 12b)	\$1,550,870.54
Area Agency on Aging Composite Gross Cost (Line 9)	\$3,606,640.07

I hereby certify that I am authorized to submit this application and plan

Signed:

  
 Cheryl Brunz  
 Executive Officer  
 Aging Office of Western Nebraska

  
 Larry Engstrom  
 Chairperson  
 Aging Office of Western Nebraska

SIGNED COPY INCLUDED WITH STATE PLAN



	D10 - FY23 Budget Request III-D	D11
	D11 - FY23 Budget Request III-E	D12
	D12 - FY23 Budget Request State Funds	D13
	D13 - FY23 Budget Other Programs	D15
	D14 - FY23 Budget Senior Volunteer	D16
	D15 - FY23 AOWN Policy	D20
	D16 - Excess & Vehicle Liability	D30
	<b>Section I - Supplemental Documentation</b>	
	I1- Peer Place Served Client Summary Report	I01
	I2 - Nutrition Education	I03
	I3A - Legal Provider pre-award checklist	I07
	I3B - Legal Provider Contract	I08
	I4 - Advisory Committee Statement	I09
	I4 - ADRC Plan For Services	I

**SECTION A**  
**ADMINISTRATIVE**

# Aging Office of Western Nebraska

## Description of the Aging Office of Western Nebraska

The Aging Office of Western Nebraska is one of eight designated in the State of Nebraska. We are a part of the State and National Aging Network designated to assist our elderly population. It is created as a unit of local government by consortium of Counties. Western Nebraska is the service area of the Aging Office of Western Nebraska (AOWN) composed of the eleven counties of the Panhandle.

The Panhandle area covers 14,138 square miles or 18% of the area of the State of Nebraska. Within these eleven counties are thirty six (36) villages/towns. Per the 2010 Census the total population of the Western Nebraska counties is 85,253 or 4.44% of the total State population. The elderly population, 65 or older, in Western Nebraska totals 16,861 citizens or 19.77% of the total population of Western Nebraska.

Banner County	173
Box Butte County	2,025
Cheyenne County	1,771
Dawes County	1,582
Deuel County	463
Garden County	534
Kimball County	883
Morrill County	982
Scotts Bluff County	6,764
Sheridan County	1,354
Sioux County	331
Total	16,861

Eligibility for services is determined by age. A person must be 60 years of age or older to qualify, but other considerations may be given. Please contact the AOWN for determination.

# Aging Office of Western Nebraska

## AOWN Mission Statement

To provide a comprehensive and coordinated service delivery system to assist elderly citizens remain safe and independent in their own home and community.



**SECTION A:**

**AGING OFFICE OF WESTERN NEBRASKA**

The Aging Office of Western Nebraska (AOWN) maintains the ongoing mission of providing a comprehensive and coordinated service delivery system to assist elderly citizens to remain safe and independently in their own home and community, for older persons in the Panhandle of Nebraska.

Re-established in 1981, the AOWN is located geographically and is responsible for aging services in the Planning and Service Area L of the State of Nebraska. PSA-L is composed of the eleven (11) counties consisting of Banner, Box Butte, Cheyenne, Dawes, Deuel, Garden, Kimball, Morrill, Scotts Bluff, Sheridan, and Sioux. All eleven counties of PSA-L are signatory to the AOWN via an Inter-Local Agreement. The Governance of the agency is composed of an elected county commissioner from each signatory county. The advisory Council to the AOWN is an elder representative from each signatory county appointed by their respective county.

## SERVICES

Currently Title III and other funded services that are available either directly or by contract by the AOWN are inclusive of: Congregate nutrition, Home Delivered nutrition, Nutrition Education, In-Home Handyman/Chore, In-Home Handyman/Homemaker, Outreach, Legal Assistance, Legal Outreach, Health Promotion/Disease Prevention (evidence-based), Information & Assistance, Supportive Services, Self-Directed Care, Telephone & Visiting, Senior Center Hours, Material Distribution, Social Activities, Information Services, Health Clinic, Caregiver Counseling, Caregiver Training, Caregiver Respite, Caregiver supplemental Services, Caregiver Assistance: Information and Assistance, caregiver Outreach, Caregiver Information Services, ADRC (Information & Referral and Options counseling) Volunteer Ombudsman, Senior Volunteer Program, Care Management, Level of Care ,and Targeted Care Management. Much of the service provision by the AOWN is direct service provision due to the fact of the sparsity of available contractors in rural Nebraska.

- Congregate Nutrition is available throughout PSA-L at twenty (20) locations. Seventeen of the service locations are a direct service provision of the AOWN. One location is contractual with a public school, one with a restaurant in Hemingford and one with a senior center. A contractual agreement is maintained with the Office of Human Development for congregate meal provision to the developmentally disabled elderly. All congregate nutrition services are available five (5) days per week, Monday – Friday for the noon meal and meets 1/3 RDA.
- Home Delivered Nutrition is available throughout PSA-L from nineteen (19) service locations. Sixteen (16) of the service locations are direct services. One locations is a restaurant in Hemingford and tone with a Senior Center. Additional small communities of Lyman, Melbeta, and Minatare, also receive home delivered meals from these locations. Communities which have a Meals on Wheels program and are able to maintain with demand are not duplicated by the AOWN’s Home Delivered Meals program. Home Delivered Nutrition service is a direct service provision of the AOWN. All Home Delivered Nutrition is available five (5) days per week, Monday – Friday and meets 1/3 RDA.
- Nutrition Education is provided at each the AOWN’s nutrition service locations throughout PSA-L. Educational presentations on various Nutrition issues are conducted twice during a fiscal year. All handout materials from the presentations are disseminated to home bound elderly through the Home Delivered Meals program. Nutrition Education is also a vital educational program presented at the annual Spring Wellness Festival.
- Senior Center hours: The hours of a multipurpose senior center that are open to the older individuals of that community which is an agreement with the Senior Centers.
- In-Home Handyman/Chore and Homemaker services are available in three(3) counties/city of PSA-L, Box Butte County, City of Kimball, and Morrill County. This service is provided by reimbursement contracts with units of local government, who in turn employ independent providers for the actual service delivery. The primary focus of the service is snow removal, yard work, and housekeeper assistance.
- Client Directed Care is available in the counties which do not have a structured Handyman/Chore program. Eligible clients are issued Grant Agreement to secure needed in-home services. The AOWN provides payment to the client once satisfactory approval by the provider of the service and the client/legal representative have signed the monthly calendar.
- Legal Assistance and Legal Outreach is provided by Nebraska Legal Aid through a contract maintained by the Nebraska Association of Area Agencies on Aging and Nebraska Legal Aid. Contractually Nebraska Legal Aid responds to a Legal Hotline for

the elderly which results in Case Work hours provided to the elderly. The lawyer from Nebraska Legal Aid will reach out to each Senior Center in our PSA-L to do informational sessions with the clients. Also the Nebraska College of Law provides annually a Law Civil Clinic held in our PSA-L.

- Material Distribution is a direct service provision of goods to an older individual at no cost or at a reduced cost which will directly support the health and independence of the individual with an assessed need.
- Information & Assistance is a direct service provision of the AOWN. To provide individuals with information on services available within the communities. AOWN also links individuals to the services and opportunities that are available and if needed establish follow up. This service is provided by all AOWN service locations along with the Central Office staff.
- Telephoning and Visiting, is directly provided by the AOWN providing a regular telephone or in person contact to or from isolated individuals with established procedures implemented in the event of a non-answered call.
- Social Activities is a provision of activities which foster the social wellbeing of individuals through social interaction and the satisfying use of leisure time.
- Information Services is a direct service that conveys information about available services, aging, or in the aging network. It is a one way mode of communication.
- Outreach is a direct service provision of the AOWN provided by all staff and service providers. This is an interactive activity that conveys information about available services, aging, or in the aging network.
- Health Promotion/Disease Prevention is provided with a contract with our local Panhandle Health Department. They will provide evidence based programs in our Senior Centers in the Panhandle of Nebraska.
- Care Management: This service is a direct service provision of the CHOICES program. This service is units of service are inclusive of Assessment, Care plan development, coordination, follow up and travel. This coordinates with the other aspects of the CHOICES services which allows for a seamless transition of care as the individual level of care intensifies.
- Caregiver counseling and Caregiver Training is designed to support caregivers and assist them in their decision making and problem solving. That provides family caregivers with instruction to improve knowledge and performance of specific skills relating to their caregiving roles and responsibilities.
- Caregiver Supplemental Services is a financial assistance program which allows for emergency response systems to be placed into the homes of elderly to help the Caregiver complement the care provided. Med Scope America, Sidney Regional Medical Center, and Philips Lifeline are the organizations that install and maintain the response systems for elderly on Care Management with assistance from the AOWN. The AOWN pays the monthly rental fee and requests a contribution from the Caregiver based on an established sliding fee scale. All other financial means of payment are investigated prior to the AOWN providing payment. This program allows for the caregivers to be away from their charges for a short period of time, knowing that the system will respond if something happens.
- Caregiver Respite is a service which offer temporary, substitute supports or living arrangements for care recipients in order to provide a brief period of relief or rest for caregivers.
- Caregiver Assistance: Information and Assistance is provided directly by the AOWN in assisting caregivers to identify and access appropriate resources available to them in caring for their loved ones.

- Caregiver Outreach: This service is a direct service provided by the AOWN RD staff that will attend public education and presentations looking for caregivers and giving information to prospective caregivers.
- Caregiver Information: This will be a direct service that will be information communicated by television, radio, flyers, newspaper, Facebook, etc. for information to caregivers about available services.
- Volunteer Ombudsman is a contractual agreement between the AOWN and the State Unit on Aging which trains volunteer advocates who serve as volunteer ombudsmen in long term care facilities. This program provides for the assurance of resident rights for those residing in the facilities. The AOWN helps fund special functions for the volunteers.

## Aging Office of Western Nebraska

Demographic for Western Nebraska								
	PSA-L	county	% 65+ of	%65+ of	county	county	county	county
	TOTAL	65+	county	panhand.	65+	% 65+	% 65+	% 65+
	POP.	pop.	total pop.	65+ pop.	minority	minority	minority	poverty
<b>BANNER</b>	742	173	23.30%	1.03%	16	9.00%		0.38%
<b>BOX BUTTE</b>	10,886	2,025	18.60%	12.01%	379	18.70%		9.29%
<b>CHEYENNE</b>	9,676	1,771	18.30%	10.50%	184	10.40%		4.52%
<b>DAWES</b>	8,890	1,582	17.80%	9.39%	234	14.80%		5.75%
<b>DEUEL</b>	1,883	463	24.60%	2.75%	41	8.90%		1.01%
<b>GARDEN</b>	1,906	534	28.00%	3.17%	52	9.80%		1.28%
<b>KIMBALL</b>	3,619	883	24.40%	5.24%	125	14.20%		3.08%
<b>MORRILL</b>	4,836	982	20.30%	5.82%	181	18.40%		4.43%
<b>SCOTTS BLUFF</b>	36,363	6,764	18.60%	40.11%	2,584	38.20%		63.38%
<b>SHERIDAN</b>	5,289	1,354	25.60%	8.03%	255	18.80%		6.24%
<b>SIOUX</b>	1,203	331	27.50%	1.96%	26	7.90%		0.64%
<b>TOTAL</b>	85,293	16,861	19.77%		4,076	0.24		
<b>NEBRASKA</b>	1,920,076							

# AGING OFFICE OF WESTERN NEBRASKA

## SERVICES PROVIDED DIRECTLY BY AOWN

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# AGING OFFICE OF WESTERN NEBRASKA

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- Health Promotion/Disease Prevention is provided directly throughout PSA-L. The workshop presentations are conducted by trained volunteers and are evidence based workshops. The workshop that we hold will be approved thru the SUA for the most up to date workshops. The non-evidence based activities that do not meet ACL/AoA definition are also included for example blood pressures, FROGS, Health risk assessments, etc.
- Care Management: This service is a direct service provision of the CHOICES program. This service is units of service are inclusive of Assessment, Care plan development, coordination, follow up and travel. This coordinates with the other aspects of the CHOICES services which allows for a seamless transition of care as the individual level of care intensifies.
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# AGING OFFICE OF WESTERN NEBRASKA

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# NEBRASKA Aging Office of Western Nebraska

Good Life. Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES

## DIRECT DELIVERY SERVICE REQUEST FOR FY 2019-2023

Unless as otherwise permitted or required by law or an exception granted by the State Unit on Aging, the Direct Service Waiver request is submitted with the Area Agency on Aging's two, three or four-year Area Plan. An approved request remains in effect during the Area Plan time period, unless terminated by either the Area Agency on Aging or the State Unit on Aging. Include this form and your supporting documentation, in your Area Plan submission.

In accordance with Section 307 (a) (8)(A) and 306 (b) of the Older Americans Act, the Aging Office of Western Nebraska Requests delivery of the following services:

Service	Location (Cities/Counties)
III E Family Caregiver Support	PSA-L
III C-1 Congregate Nutrition- See attached	PSA-L
III C-2 Home Delivered Nutrition	PSA-L
IIIB Supportive Services	PSA-L
IIID Health Promotion	PSA-L

Justification/Reason for Request (must select one):

1. Assure an Adequate Supply of Services (Supporting documentation included)
2. Services Related to the Area Agency on Aging's Administrative Function (Written explanation included)
3. Provide Services More Economically and with Comparable Quality (Supporting documentation included)
- 4 The waiver request is ongoing from year to year. A Request for Proposal was issued insert Date RFP published

Approval of the 2019-2023 Area Plan includes granting of the requested waiver.

## DIRECT SERVICE PROVISION

Service Number	Area Agency on Aging	Max. Cost	Provide Service Paid by OAA Y/N
4.	Aging Office of Western Nebraska	\$753,812	Y
8.	Aging Office of Western Nebraska	\$974,053	Y
13.	Aging Office of Western Nebraska	\$10,425	Y
14.	Aging Office of Western Nebraska	\$3,000	N
30.	Aging Office of Western Nebraska	\$3,621	Y

# NEBRASKA Aging Office of Western Nebraska

Good Life. Great Mission.

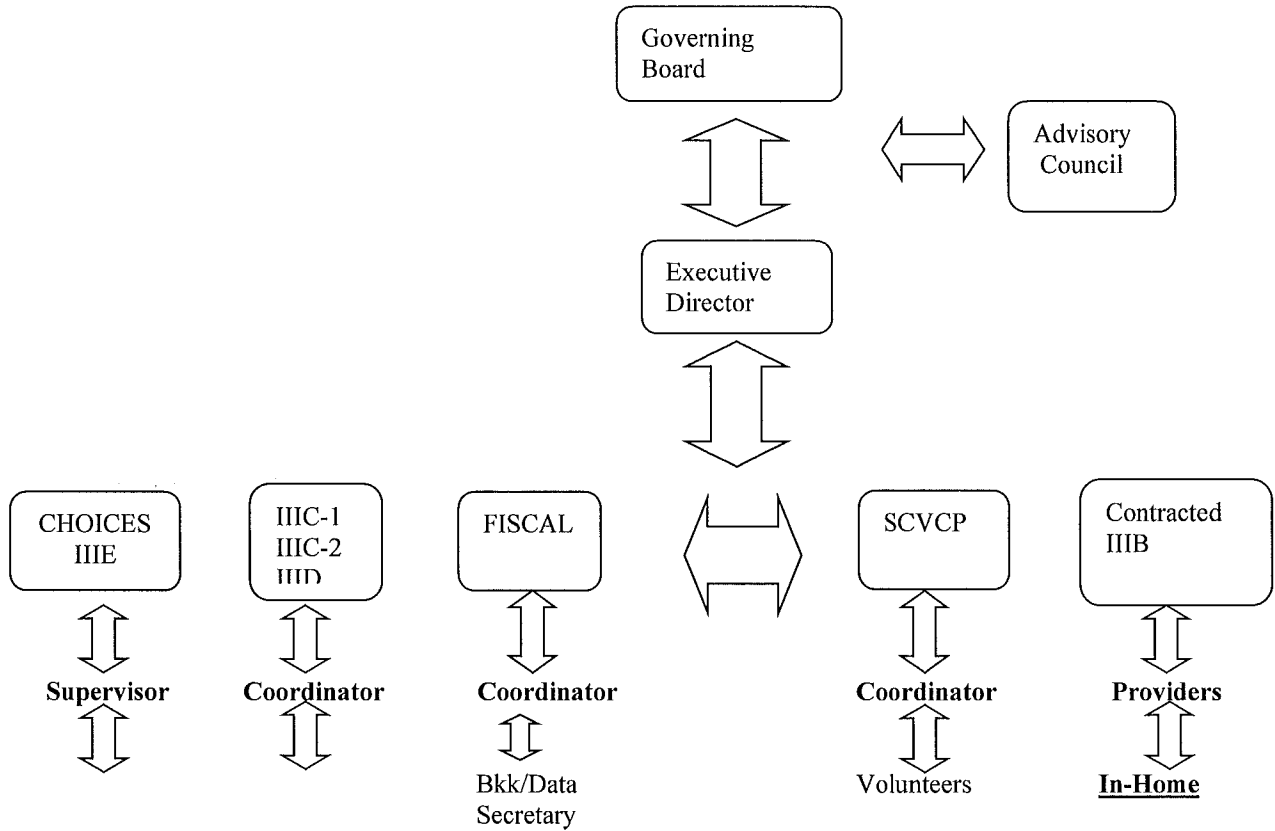
DEPT. OF HEALTH AND HUMAN SERVICES

31.	Aging Office of Western Nebraska	\$7,449	Y
23.	Aging Office of Western Nebraska	\$18,767	Y

## Aging Office of Western Nebraska

<b>Contracted Services</b>					
	III B Services				
	Handyman				
		City of Alliance			
		City of Kimball			
		County of Morrill			
	Legal Assistance				
		Ne4A			
	III C1 Services				
	Congregate Meals				
		Banner County Schools			
		Lewellen Tiger Den			
		Hemingford Treasured Grounds			
	III C2 Services				
	Home Delivered Meals				
		Banner County Schools			
		Lewellen Tiger Den			
		Hemingford Treasured Grounds			
		Kimball Handibus			
		Crawford Handibus			
	III D Services				
	Health Promotion/Disease Prevention (Evidence Based)				
		Panhandle Public Health Department			
	III E Services				
	Caregiver Supplemental Services				
		Philips Lifeline			
		MedScope America			
		Sidney Regional Medical Center			

# FY '21 AOWN ORGANIZATIONAL CHART



**SITES**

- Alliance: SM, C, A, D
- Bayard: SM, C, A, D
- Bridgeport: SM, C, A, D
- Chadron: SM, C, A
- Chappell: SM, C, A
- Crawford: SM, C, A
- Gering: SM, C, A, D
- Gordon: SM, C, A, D
- Harrison: SM, C, A, D
- Hay Springs: SM, A, D
- Hemingford: D
- Kimball: SM, C, A, D
- Mitchell: SM, C, A, D
- Morrill: SM, C, A, D, D
- Oshkosh: SM, C, A
- Rushville: SM, C, A
- Scottsbluff: SM, C, A, D
- Sidney SM, C, A

- Serv. Coord.
- Serv. Coord.
- Serv. Coord.
- Serv. Coord.
- Serv. Coord.
- Serv. Coord.
- Serv. Coord.
- RD Serv. Coord.
- RD Serv. Coord.
- RD Serv. Coord.
- LOC Specialist
- LOC Specialist

**Contracted IIE**

- Memorial
- MedScope America
- RWMC

**Contracted IIC-1, IIC-2**

- Banner School
- Hemingford Treasured Ground
- Tiger Den of Lewellen
- City of Crawford HD
- Kimball Co. Handybus HD

- Box Butte Co
- City of Kimball
- Morrill Co.



**SCVSCP**

- Dawes County Senior Center
- Chappell Senior Center
- Kimball Senior Center
- Oshkosh Senior Center
- Dalton Senior Center
- Harrison Senior Center
- Tiger Den of Lewellen



**Legal**

- Nebraska Legal Aid

**AOWN Staff Listing with FTE**

POSITION	Name	OFFICE/SITE LOCATION	FTE
----------	------	----------------------	-----

**ADMINISTRATIVE**

Director	Cheryl Brunz	Scottsbluff	1.00
Fiscal Coordinator	Scott Stockwell	Scottsbluff	1.00
Bookkeeper	Carol Hauck	Scottsbluff	1.00
Secretary	Morgan Gardner	Scottsbluff	1.00
Options Counselor	Amanda Fertig	Scottsbluff	1.00
<b>Choices</b>			
Choices Supervisor	Anne Marie Lauderdale	Scottsbluff	1.00
Service Coordinator/Care Manager	Ronna Leider	Scottsbluff	1.00
Service Coordinator/ Care Manager	Tena Cline	Scottsbluff	1.00
Service Coordinator/ Care Manager	Amy Nelson	Kimball	1.00
Service Coordinator/Care Manager	Steve Trickler	Scottsbluff	1.00
Service Coordinator/Care Manager	Teresa Ross	Chadron	1.00
Service Coordinator/Care Manager	Samantha Williams	Scottsbluff	1.00
Service Coordinator/Care Manager	Samantha Clark	Chadron	1.00
Service coordinator/Care Manager	Kelsey Hart	Chadron	1.00
Resource Development/Care Management Worker	Hesper Gentry	Sidney	1.00
Resource Development/Care Management Worker/Senior Volunteer Project Director	Lisa Blanton	Scottsbluff	1.00
Resource Development/Care Management Worker/ Voucher/ERS	Jill Forella	Scottsbluff	1.00
<b>Programs</b>			
Programs Coordinator	Mary Smith	Scottsbluff	1.00
<b>Nutrition</b>			
Site Manager	Angie Flesner	Alliance	1.00
Cook	Darci Leistriz	Alliance	0.89
Aide	Helen Hudson	Alliance	0.57
Delivery	Deb Lawson	Alliance	0.25
Site Manager	Diana Hagel	Bayard	0.51
Cook	Chelsea Nuss	Bayard	0.51
Aide/Delivery	Tracy Bennett	Bayard	0.38
Site Manager/Cook	Michelle Daily	Bridgeport	0.64
Delivery/Aide	Colleen Blue	Bridgeport	0.38



**POSITON**

**NAME**

**OFFICE SITE/LOCATION**

**FTE**

POSITON	NAME	OFFICE SITE/LOCATION	FTE
Aide	Tresa Grover	Rushville	0.375
Site Manager	Judy Schaefer	Sidney	0.625
Cook	Lana Speers	Sidney	0.75
Aide	Paula Gudahl /Tara Gray	Sidney	0.625

# Aging Office of Western Nebraska

## **GOVERNING BOARD**

### **BANNER COUNTY**

Sharon Sandberg

### **BOX BUTTE COUNTY**

Doug Hashman

### **CHEYENNE COUNTY**

Phil Sanders

### **DAWES COUNTY**

Webb Johnson

### **DEUEL COUNTY**

William "Bill" Klingman

### **GARDEN COUNTY**

Terry Krauter

### **KIMBALL COUNTY**

Larry Engstrom

### **MORRILL COUNTY**

Suzanna Batterman

### **SCOTTS BLUFF COUNTY**

Ken Meyer

### **SHERIDAN COUNTY**

Loren Paul

### **SIOUX COUNTY**

Allerton Hal Downer



## **ADVISORY COUNCIL**

(By County)

### **BANNER**

Sandy Beals

### **BOX BUTTE**

Diana Smith

### **CHEYENNE**

Charlotte Dorwart  
Sec/Treas

### **DAWES**

Vacant

### **DEUEL**

Fauneil Johnson

### **GARDEN**

Robert Radke  
Vice Chair

### **KIMBALL**

Rosalee Lewellen

### **MORRILL**

Judy Oltmann

### **SCOTTS BLUFF**

Lucille Cooper  
Chair

### **SHERIDAN**

Leota "Odey" Ray

### **SIOUX**

Lona Thayer

**SECTION B**  
**PROGRAM GOALS,**  
**OBJECTIVE, AND**  
**STRATEGIES**

# Aging Office of Western Nebraska

## Description of How AOWN Achieves Goals

The Aging Office of Western Nebraska has assigned the need to track the accomplishment of Goals for 2020-2023 to the Fiscal office. The Fiscal Office will established a set of Excel worksheets for each goal and will established a filing system to keep records of the activities pertaining to each goal.

With each goal there will be evidences which will be determined and developed to acknowledge the fulfillment of an activity identified in the goal. These evidences are completed/collected by the staff involved with the activity and turned into the Fiscal office as their proof the activity has been completed. The Fiscal office will track the completed activities on the worksheets and file the documentation provided.

Reporting of the Goal achievements will be discussed monthly by the AOWN management team during their weekly meeting. The Managers will discuss the success of the tracking process and will identify upcoming events to be tracked.

## Goals 2020-2023

### **Goal 1: Advocacy**

Advocate to ensure the interests of people with disabilities, older adults, and their family members are reflected in the design and implementation of public policies and programs.

#### **Objective 1:**

Increase public awareness and understanding of the interests of people with disabilities, older adults, and their family members.

#### **Strategy 1:**

Increase public awareness through radio and TV ads, public speaking, social media, paid and unpaid media.

#### **Performance Measure:**

1. Agency will increase public speaking engagements by 10% by June 30, 2023. Baseline is 12 speaking engagements for FY 23. Measured by outreach, information services, caregiver outreach and Caregiver information services.

#### **Strategy 2:**

Seek opportunities for the AAAs to collaborate on messaging and awareness opportunities.

#### **Performance Measures:**

1. Collaboratively work with State Senators. Baseline is 8 meetings. Measured by documentation of the when, where, who and what. This will be measured through Material distribution.

2. Increased number of meetings with the Director of Medicaid and the Director of DDD by 2 meetings in a year.

3. Maintain number of meetings with collaborating partners. Baseline is 12 meetings a year. Measured by documentation of meetings with the DD and Contractors of the ADRC.

#### **Objective 2:**

Engage Federal, State and Local policy makers and other partners to ensure existing policies and programs optimally reflect the interest of people with disabilities, older adults, and their family members.

#### **Strategy:**

Communicate and educate Federal, State and Local policy members to influence public policy related to people with disabilities, older adults, and their family members.

#### **Performance Measure:**

1. Maintain contact with the DDD division with TCM and LOC documentation. Baseline is Zero.

#### **Objective 3:**

Lead the development and implementation of new public policies and programs that advance the interest of people with disabilities, older adults, and their family members.

#### **Strategy:**

Work collaboratively with advocacy groups, AARP, caregivers, Disability Community, and others with similar interests.

**Performance Measure:**

Maintain the number of Panhandle Partnership Meetings that people attend from AOWN. Baseline is 4 annually.

**Goal 2: Protect Rights and Prevent Abuse**

Protect and enhance the rights; and prevent the abuse, neglect and exploitation of older adults and people with disabilities.

**Objective 1:**

Identify, strengthen, and enhance collaboration of programs at all levels that impact the rights and prevent the abuse, neglect, and exploitation of older adults and people with disabilities.

**Strategy 1:**

Develop strategic partnerships that encourage, educate, and empower stakeholders on the rights and prevention of abuse, neglect and exploitation of older adults and people with disabilities.

**Performance Measures:**

1. Maintain units of legal assistance. Baseline is 700 legal units. Measured by Legal Assistance clinics.
2. Maintain Legal Assistance clinics held in PSA-L. Baseline is 1 annually in the PSA-L. Measured by Legal Assistance.

**Strategy 2:**

Continue partnerships with disability partners, APS, and others to support elder rights and prevent abuse, neglect, and exploitation.

**Performance Measure:**

1. Increase newsletter articles, financial publications and social media awareness of elder abuse and financial exploitation. Baseline is 15 publications. Measured by Information Services.

**Objective 2:**

Educate and empower stakeholders on the rights and prevention of abuse, neglect, and exploitation of older adults and people with disabilities.

**Strategy:**

Implement tools for the education and empower stakeholders that include public speaking engagements, websites, outreach, and printed materials.

**Performance Measure:**

1. Increase the number of brochures that are printed and distributed each year on abuse, neglect, and exploitation. Baseline is zero. Measured by Information Services.

**Objective 3:**

Facilitate individual access to advocacy and representation to protect individual rights and prevent abuse.

**Strategy:**

Through legal service representation, elder access line, Ombudsman and presentations to the staff and the public, promote awareness of rights and prevent abuse, neglect and exploitation of older adults and people with disabilities.

**Performance Measure:**

1. Maintain the one Legal clinic annually that the AOWN puts on.
2. Maintain the Legal Aid of Nebraska attorney that does presentations at the Senior Centers annually at each location. FY 21 & FY 22 the Attorney was not able to attend in person, therefore all clients received brochures with a meal. FY23 the lawyer plans on resuming going to the Senior Centers.

**Goal 3: Individual Self Determination**

Work with older adults and people with disabilities as they fully engage and participate in their communities, make informed decisions, and exercise self-determination and control about their independence, well-being, and health.

**Objective 1:**

Promote programs and strategies that support community integration for older adults and people with disabilities.

**Strategy:**

Provide older adults and people with disabilities, and information, education, and counseling on their options to live as independently as possible in the community.

**Performance Measures:**

1. Maintain the number of persons served through Care Management; Baseline is 3780 units.
2. Increase number of persons served through Options Counseling in the ADRC by 5 Options Counseling. Baseline is 78.
3. Maintain the number of units of evidence-based programs and practices that empower individuals to improve the quality of their health, independence, and wellbeing. Baseline is 950.
4. Increase number of contacts served through I & R in the ADRC by 5% annually. Baseline is 713.

**Goal 4: Long-Term Service and Supports**

Enable people with disabilities and older adults to live in the community through the availability of and access to high-quality long-term care service and supports, including supports for families and caregivers.

**Objective 1:**

Provide comprehensive information to empower eligible individuals to make informed choices regarding long term care services and supports.

**Strategy:**

Increase public awareness through radio and television ads, public speaking, social media, paid and unpaid media.

**Performance Measures:**

1. Maintain publications and social media on long term care services and supports per year. Baseline is 15 annually. Measured by our public speaking events. This is being minimum speaking engagements for FY 21 & FY 22 due to COVID. FY 23 will back to speaking engagements.

**Objective 2:**

Ensure that the ADRC is an ongoing component of Nebraska's long-term care continuum, and that ADRC sites coordinate and establish partnerships with organization specializing in serving aging persons and persons with congenital and acquired disabilities.

**Strategy:**

Communicate and educate Federal, State and Local policy members to influence public policy related to older adults and people with disabilities.

**Performance Measure:**

1. Continue to speak to law makers and County Commissioners about importance of ADRC. Baseline is 4 meetings annually. Measured by our Governing Board meeting minutes. This has been met and will continue annually.

**Objective 3:**

Promote a convenient point of entry to eligible individuals seeking information and access to long-term care services and supports.

**Strategy:**

Continue to explore and work with the State Medicaid Agency in the development and implementation of a No Wrong Door system.

**Performance Measure:**

1. Continue to have representation from the Association on committees and subcommittees for No Wrong Door system. AOWN will participated in the LTC redesign meets per telephone. Baseline is 1 annually.

**Objective 4:**

Explore opportunities for sustainability of the Nebraska ADRC.

**Strategy:**

Advocate with the Nebraska Legislature to increase and make permanent funding for the ADRC.

**Performance Measure:**

- 1, Work with individual Board Members, Nebraska Senators, and the Association Lobbyist. Baseline is zero. This strategy has been met. FY 23 will address the new Nebraska Senators on ADRC. Baseline is zero. This will be measured by the number of meetings with the running candidates.

**Goal 5: Effective and Responsive Management**

Implement management and workforce practices that support the integrity and efficient operations of programs serving people with disabilities and older adults and ensure stewardship of taxpayers' dollars.

**Objective 1:**

Implement management improvement activities, including program integrity and internal control initiatives, to strengthen business processes, improve efficiency, and promote accountability.

**Strategy:**

Research and share best practices among the Area Agencies on Aging.

**Performance Measure:**

Share program integrity and internal controls by adding to the Agency of the Association meeting thru FY '23. Baseline is 3 thru FY'23.

**Objective 2:**

Utilize emerging technologies and leverage shared services to promote innovation, improve accessibility, and better support our mission.

**Strategy:**

Utilize new State software to record and report activities.

**Performance Measure:**

1. Staff will participate in training of new software. Baseline is zero. This objective was met. Offer to run the pilot program of new software in our PSA-L i.e. Peer Place bar coding, Legal Pro Bono etc. This will be measured by accomplishing the new systems.



# Aging Office of Western Nebraska

## PLANNING PROCESS

- The Aging Office of Western Nebraska employs a planning process which is a result of ongoing daily input received from service participants, monthly Advisory Council and Governing Board meetings, analysis of surveys, inter-agency coordination and planning, and the continual monitoring of existing service delivery. Local governance and direct service administration affords the agency the ability to identify and address local service needs and service deficits throughout the PSA-L as funding will allow.
- Formal plan development by the AOWN develops a coordinated and comprehensive plan of operation for PSA-L as funding permits with continual direction from the Advisory Council and Governing Board of the agency. Final review and adoption of the plan of operation is conducted by the Advisory Council and Governing Board prior to submission to the Nebraska State Unit on Aging. Both the Advisory Council and Governing Board review and approve any amendments to the plan which modifies funding or service provision.
- Service availability is well publicized and known in the communities. Written material on services and any service specific activity is translated into Spanish to address the predominant minority population in PSA-L. The AOWN CHOICES program is specifically targeted at older individuals with self-care limitations and toward individuals who are at risk of institutional placement. This particular program is available throughout PSA-L and its service provision also translated into Spanish. The AOWN maintains a web site, [www.aown.org](http://www.aown.org), which fully describes the services of the AOWN throughout the Panhandle of Nebraska.
- Priorities for service determination are in response to local identification. Elder service participants, service providers, senior organizations, advisory councils, and governing boards all provide input and direction in establishing priorities. Certain funding sources are directive in their utilization which in some cases does not allow much flexibility in meeting local determined priorities. As a primary direct service organization, the AOWN's Advisory & Governing Board will determine any priority shifts in resource allocation be it increases or decreases. Current service utilization is reviewed and monitored monthly by the Governance of the agency which is reflective in the planning process.
- The Aging Office of Western Nebraska follow the Fair Labor Standards Act (FLSA). Our employees work a 40 (forty) hour work week with overtime compensated at one and one-half hours for every hour of overtime worked. If employees meet the three requirements for white-collar exempt status, they are exempt from overtime. The four positions at AOWN that are exempt status are Executive Director, Fiscal Coordinator, Programs Coordinator, and CHOICES Supervisor.
- The Aging Office of Western Nebraska does extensive collaboration with other organizations which have a direct influence on the older population of PSA-L. AOWN staff serves or represents the agency on numerous boards and committees. Panhandle Partnership for Health and Human Services, Lifespan Respite, Wellness Festival, Senior Volunteer, Foster Grandparents, , amputee support group, Cooperative Ministries, and AARP district advisory. The majority of these organizations are regional in their coverage, which is inclusive of all of PSA-L. The Panhandle Partnership is made up of over fifty

# Aging Office of Western Nebraska

different entities within the Panhandle of Nebraska, which the Aging Office of Western Nebraska is a part of. This allows for extensive collaboration with other service agencies even if there is not a direct collation with aging, but does address the entire lifespan.

- The Aging Office of Western Nebraska currently provides health promotion/disease prevention evidence based and non-evidence based services in the form of educational presentations, blood pressure screenings, Tai Chi for seniors, Living Well and Diabetes training. These services are structured to enhance the knowledge of the elderly participants of their medical circumstances and healthier living practices.
- In anticipation of the demographic changes in the elder population in the Panhandle of Nebraska, the Aging Office of Western Nebraska will continue to advocate for funding increases, both State and Federal, to address the needs of the increasing elder citizens of PSA-L. Pending is the Baby Boomer generation, which will necessitate changing the current structure of service delivery to not only address the changing needs but to be prepared for the influx in numbers of seniors. Communities will need to be prepared and educated to the increased elder citizenship and the demands placed on the infrastructure of communities. Home and community based services will be in high demand not only as the preference of the elder population but as a necessity in controlling taxes and Medicaid expense. But the reality is, that without an adequate funding investment by the State and Federal Government, services will be limited or curtailed to meet the future needs of the older population.
- Transportation service is and has been identified as a service priority for the seniors within PSA-L. Currently the public transportation availability is limited and is not providing access to demand. Evening and weekend service of the handibus program is a major deficit in meeting the needs of the elders. Transportation assistance between communities in rural Nebraska is an issue and has been met with Panhandle Trails in meeting the medical needs of seniors needing to attend a regional hospital or see limited medical providers within the State of Nebraska or going to Colorado. Again, the transportation assistance is limited on the availability of adequate funding to meet demand. The AOWN does provide coordination of transportation assistance as a by-product of other service provisions. The provision of the AOWN's nutrition programs provides access to the senior/nutrition locations, the AOWN contracts with handibus providers for the delivery of meals to home bound elderly, and the AOWN's CHOICES program assists case management clientele in securing appropriate transportation assistance in addressing the needs of this specific population.
- Implemented for FY'20, Client Directed Care will provide the grant agreement which utilizes a calendar by client and provider to secure needed in-home assistance by providers of the client's choice. The AOWN will reimburse the client/legal representative after a monthly calendar is provided of the work completed. The client has complete control of the selection of provider, supervision of the work being done, and payment.
- The Aging Office of Western Nebraska currently serves around 100 Native Americans thru out our PSA-L. The Native American population that we serve are offered and receive services and referrals from our office.
- Through the CHOICES program, the AOWN. Being responsive to LTC (Long Term Care) resident desires, the AOWN assesses the applicability of a residents return to less restrictive living arrangements

# Aging Office of Western Nebraska

with the assistance of Home and Community Based services. Options are explored and discussed with the resident and family to identify the most appropriate plan of care.

- The Aging Office of Western Nebraska is a member of the Panhandle Partnership for Health and Human Services with more than 40 organizations involved. The mission is to build collaboration among agencies, networks and the broader community to find innovative solutions to improve the quality of life of people and communities in the Panhandle. Regional collaborations add resources, improve quality and return on investment, enhance the rural workforce and sustain change, provide prevention services, and provide leadership in innovative change as a benefit to the partnership.
- Spring Wellness Festival has been held annually for 23 years designed to help seniors 60 and over meet the challenges of growing older. Wellness includes not only physical health, but also intellectual, emotional and social well-being. The benefits of wellness are important at any age, but become more dramatic as we age. This program was developed with the hope that the individuals will acquire information to add life to their years rather than just years to their life.
- The Aging Office of Western Nebraska and League of Human Dignity work closely together to transfer clients from one agency to another as they transfer from adult to aged adults.
- The Doves Program is collaborating with other agencies to increase outreach and to improve services to survivors of sexual and domestic violence in later life.
- UNMC College of Nursing has received a grant from the Women Investing in Nebraska organization to open The Geriatric Cognitive and Mental Health Project for Rural Nebraska that AOWN has partnered with.
- Together with several of the colleges in our PSA-L we provide practicum experiences for students for human service, social work. We also talk with nursing and CNA(Certified Nursing Assistant) classes regarding provider opportunities and knowledge about the geriatric population with the AOWN services that are offered.
- ADRC has become a program rather than a pilot program. The ADRC whose primary purpose is to maintain information about human service resources in the community and to link people who need assistance with appropriate service providers and/or to supply descriptive information about the agencies or organizations which offer services. It assists an eligible individual in need of long-term care and his or her representatives to make informed choices about the services and setting which best meet his or her long-term care needs and that uses uniform data and information collection and encourages the widest possible use of community-based options to allow an eligible individual to live as independently as possible in the setting of their choice.

**SECTION C**  
**SERVICE**

<b>Definition:</b> 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.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b>		
<input checked="" type="checkbox"/> <b>Collect ADLs</b>	<input type="checkbox"/>	Client may be Anonymous
<input checked="" type="checkbox"/> <b>Collect IADLs</b>	<input checked="" type="checkbox"/>	<b>Client may Self-Direct this Service</b>
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/>	Client may use Voucher
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/>	May be MAC Eligible
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service is changing as of July 1, 2022. The Homemaker service will be handled thru our client directed care for all the counties in our PSA-L. The program will be where the client directs the care of the homemaker service with our grant agreement. The service for the grant agreement could be preparing meals, shopping for personal items, telephoning, light housework, laundry of bedding, etc. The client is required to pay the provider once the work is finished. The AOWN will pay the client once the calendar is returned to the office to reimburse the client.

The Handyman services will be closed in Kimball, Morrill and Box Butte counties.

<b>Definition:</b> Performance of heavy household tasks provided in a person's home and possibly other community settings. Tasks may include yard work or snow removal, in addition to heavy housework.			
<b>Service Unit:</b> Hour		<b>Setting:</b> One-on-One	
<b>Registered Service</b>			
<b>Eligibility:</b> Individual must be 60 years old or older			
<b>Client Details:</b>			
<input checked="" type="checkbox"/>	<b>Collect ADLs</b>	<input type="checkbox"/>	Client may be Anonymous
<input checked="" type="checkbox"/>	<b>Collect IADLs</b>	<input checked="" type="checkbox"/>	<b>Client may Self-Direct this Service</b>
<input type="checkbox"/>	Collect NRA Score	<input type="checkbox"/>	Client may use Voucher
<b>Other Reporting Requirements:</b> N/A			
<b>Possible Funding Sources:</b>			
<input type="checkbox"/>	III-A (NSIP Raw Food)	<input type="checkbox"/>	III-D (Health Pro)
<input checked="" type="checkbox"/>	<b>III-B (Supportive Service)</b>	<input type="checkbox"/>	III-E (Caregiver)
<input type="checkbox"/>	III-C1 (Congregate Meal)	<input checked="" type="checkbox"/>	<b>CASA (State Aging)</b>
<input type="checkbox"/>	III-C2 (Home Delivered Meal)	<input type="checkbox"/>	Care Management (State)
		<input type="checkbox"/>	ADRC (State)
		<input checked="" type="checkbox"/>	<b>Local</b>
		<input checked="" type="checkbox"/>	<b>Other</b>
		<input type="checkbox"/>	May be MAC Eligible
<b>Provider Requirements:</b>		A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service is changing as of July 1, 2022. The Chore service will be handled thru our client directed care for all the counties in our PSA-L. The program will be where the client directs the care of the Chore service with our grant agreement. The service for the grant agreement could be lawn mowing, snow removal and yard work. The client is required to pay the provider once the work is finished. The AOWN will pay the client once the calendar is returned to the office to reimburse the client.  
The Handyman services will be closed in Kimball, Morrill and Box Butte counties.

<b>Definition:</b> A meal provided to an OAA qualified individual in his/her place of residence. The meal is served in a program administered by SUAs and/or AAAs and meets all the requirements of the Older Americans Act and all applicable laws. Meals provided to an individual through means-tested programs may be included.		
Caregivers (Older Relative or Family) can receive III-E funded Home Delivered Meals. If III-E is used to fund the meal, the meal should be counted under Caregiver Supplemental Services.		
<b>Service Unit:</b> Meal	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility:</b>		
<ul style="list-style-type: none"> <li>• Individual must be 60 years old or older &amp; unable to attend a Congregate Meal, OR</li> <li>• Spouse of an Eligible Individual (60 years or older that is unable to attend a Congregate Meal), OR</li> <li>• Dependent Individual with Disability that lives with an Individual an Eligible Individual (60 years or older that is unable to attend a Congregate Meal)</li> </ul>		
Note: Each AAA determines how “unable to attend a Congregate Meal” is defined. This can include, but is not limited to: being homebound or having 2+ ADLs. Each AAA should have a policy to determine eligibility.		
<b>Client Details:</b>		
<input checked="" type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input checked="" type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input checked="" type="checkbox"/> Collect NRA Score	<input checked="" type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> Meals that are funded with other funding sources (Med-waiver or Title XX) must be marked.		
<b>Possible Funding Sources:</b>		
<input checked="" type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input checked="" type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What’s different about the service?

Home delivered meals service will be primarily a direct service provision of the AOWN. Noon meal delivery service will be available from 18 locations which includes one by NSIP agreement with Lewellen Tiger Den. One will be offered by a contract with Treasured Grounds in Hemingford through the voucher program. Home delivery will also extend into the small communities of Henry, Lyman, Minatate, and Melbeta. All direct service locations will provide five (5) days a week. The communities of Gering, Chadron and Sidney will be delivered by volunteers and the other communities AOWN employees will deliver the meals..

In with the home delivered meals  
AOWN will continue to offer the “To-Go meals”. This service will be counted under the “Too-Go meals” but using Title IIIC2 dollars. The “To-Go” meals will be given to the participant curb side to them in their vehicle.

<b>Definition:</b> A meal provided by a qualified nutrition project provider to a qualified individual in a congregate or group setting. The meal is served in a program that is administered by SUAs and/or AAAs and meets all the requirements of the Older Americans Act and State/Local laws. Meals provided to individual through means-tested programs may be included.		
<b>Service Unit:</b> Meal	<b>Setting:</b> Group Setting	Registered Service
<b>Eligibility:</b>		
<ul style="list-style-type: none"> <li>• Individual must be 60 years old or older, OR</li> <li>• Spouse accompanying Individual 60 years or older, OR</li> <li>• Volunteer serving the meal, OR</li> <li>• Individual with a Disability, living with a parent 60 years or older &amp; accompanying the parent, OR</li> <li>• If the meal is served at senior housing, Individual with a Disability, living in senior housing</li> </ul>		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input checked="" type="checkbox"/> <b>Collect NRA Score</b>	<input checked="" type="checkbox"/> <b>Client may use Voucher</b>	
<b>Other Reporting Requirements:</b> Meals that are funded with other funding sources (Med-waiver or Title XX) must be marked.		
<b>Possible Funding Sources:</b>		
<input checked="" type="checkbox"/> <b>III-A (NSIP Raw Food)</b>	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input checked="" type="checkbox"/> <b>III-C1 (Congregate Meal)</b>	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Congregate meal service will be primarily a direct service provision of the AOWN. Noon meal services will be available at twenty (20) nutrition locations. Fifteen (15) by direct administration, two (2) by NISP agreement with a public- school (Banner County Public School) during the school term and a Senior community center (Lewellen Tiger Den). All direct service locations will provide service five (5) days per week. Hemingford will be contracted at Treasured Grounds for the Congregate meal through the Voucher program. Scottsbluff will be handled with the Voucher program with Panhandle Co-op and Perkins. Scottsbluff can also utilize the Gering Nutrition Center.



<b>Definition:</b> A targeted program to promote better health by providing accurate and culturally sensitive nutrition, physical fitness, or health (as it relates to nutrition) information that is consistent with the current Dietary Guidelines for Americans and instruction to participants, caregivers, or participants and caregivers, overseen by a dietitian or individual of comparable expertise.		
<b>Service Unit:</b> Session	<b>Setting:</b> One-on-One or Group Setting	Non-Registered Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Program Topic (i.e. Heart Healthy or Drink Enough Water)</li> <li>• Estimated Audience Size</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input checked="" type="checkbox"/> <b>III-C1 (Congregate Meal)</b>	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input checked="" type="checkbox"/> <b>III-C2 (Home Delivered Meal)</b>	<input type="checkbox"/> Care Management (State)	
<input type="checkbox"/> May be MAC Eligible		
<b>Provider Requirements:</b>	A background check is suggested. The provider must be a Registered Dietitian or have comparable experience. "Comparable experience" is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Nutrition education will consist of the AOWN's Program Coordinator providing specific Nutrition related educational presentations at all the Nutrition sites throughout the PSA-L. Annually the topics will change for the presentations will be educational nutrition topics. This service will be the same as in years past. Home delivered meal participants will also receive the nutrition education with their meal. The presentation will be a printed version of the presentation. This years presentations will be Eat Right-Eating Right for Older Adults and 20 Ways to Enjoy More Fruits and Vegetables. These are from the Academy of Nutrition and Dietetics. The education will be further complemented by the vegetable nutrition education at the SFMNP coupon distribution.

<b>Definition:</b>		
Also known as <b>Basic Information</b> . A service that:		
<ul style="list-style-type: none"> <li>• provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology;</li> <li>• assesses the problems and capacities of the individuals;</li> <li>• links the individuals to the opportunities and services that are available; and</li> <li>• 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.</li> </ul>		
<b>Service Unit:</b> Contact	<b>Setting:</b> One-on-One	Non-Registered Service
<b>Eligibility:</b> N/A		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
		<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Information and assistance services are provided by all AOWN staff and service providers in all of our counties. This is a direct service provided the same way as previously. AOWN provides individuals that call our offices or walk in to our offices with current information on opportunities and services available to the individual within their community, assesses the problems and capacities of the individual and links the individual to the opportunities and services that are available.

<b>Definition:</b> Activities related to the prevention and mitigation of the effects of chronic disease (including osteoporosis, hypertension, obesity, diabetes, and cardiovascular disease), alcohol and substance abuse reduction, smoking cessation, weight loss and control, stress management, falls prevention, physical activity, and improved nutrition). <b>Activities must meet ACL/AoA definition for an evidence-based program, as presented on ACL's website.</b>		
<b>Service Unit:</b> N/A	<b>Setting:</b> One-on-One or Group Setting	Sign-In Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Name</li> <li>• Birth Year</li> <li>• ZIP Code</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input checked="" type="checkbox"/> <b>III-D (Health Pro)</b>	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input type="checkbox"/> May be MAC Eligible		
<b>Provider Requirements:</b> Trained and/or certified to meet program requirements.		

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

All of the counties in the PSA-L will be serviced through an agreement with Panhandle Public Health Department (PPHD). PPHD will hold health promotion/disease prevention classes providing EBP National Diabetes Prevention, Powerful Tools for Caregivers, Tai-Chi, and any other evidence based program they get trained for.

<b>Definition:</b> Health promotion and disease prevention activities that <b>do not meet</b> ACL/AoA definition for an evidence-based program as defined at ACL's website. Activities may include those defined in the OAA (Section 102(14)). For example:		
<ul style="list-style-type: none"> <li>- health risk assessments</li> <li>- health education</li> <li>- age-related diseases and chronic disabling conditions information</li> <li>- counseling regarding social services and follow-up health services</li> <li>- educational services for individuals and their primary caregivers</li> <li>- physical fitness, group exercise, and music therapy, art therapy, and dance-movement therapy</li> <li>- routine health screening</li> <li>- medication management</li> <li>- home injury control services</li> <li>- gerontological counseling</li> </ul>		
<b>Service Unit:</b> N/A	<b>Setting:</b> One-on-One or Group Setting	Sign-In Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Name</li> <li>• Birth Year</li> <li>• ZIP Code</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input type="checkbox"/> May be MAC Eligible		
<b>Provider Requirements:</b>	Providers must administer services within the scope of their own professional practice that they are deemed competent to perform. These practices must be permitted in terms of what their own professional licensure approves and allows.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Our PSA-L will continue to offer health assessments at the nutrition sites in our PSA-L. All Senior Centers will offer this program. This will be provided the same way as previously.

<b>Definition:</b> Legal advice and representation provided by an attorney to older individuals with economic or social need, 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 an attorney.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One	Restricted Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> Legal Assistance Providers will also need to record:		
<ul style="list-style-type: none"> <li>• <b>III- B Restricted Demographics (new)</b></li> <li>• Number of Open Cases</li> <li>• Number of Closed Cases by:                             <ul style="list-style-type: none"> <li>○ Advice</li> <li>○ Limited Representation</li> <li>○ Representation</li> </ul> </li> </ul>	<b>Number of Cases about:</b> <ul style="list-style-type: none"> <li>• Abuse/Neglect</li> <li>• Age Discrimination</li> <li>• Health Care</li> <li>• Housing</li> <li>• Income</li> <li>• Defense of Guardianship/ Protective Services</li> </ul>	<ul style="list-style-type: none"> <li>• Long-Term Care</li> <li>• Nutrition</li> <li>• Utilities</li> <li>• Other</li> </ul>
<b>This grey section will be implemented 10/1/2020</b>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input checked="" type="checkbox"/> <b>Local</b>
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Title IV</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> ADRC (State)	<input checked="" type="checkbox"/> <b>Title VII</b>
<input type="checkbox"/> May be MAC Eligible		
<b>Provider Requirements:</b>	<ul style="list-style-type: none"> <li>• Attorney, OR</li> <li>• Law student under direct supervision of an attorney, OR</li> <li>• Paralegal under direct supervision of an attorney</li> </ul>	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Legal Assistance throughout the PSA-L will be provided by the AOWN's continued participation in the direct contract agreement with the Nebraska Legal Aid Elder Access Line. Case work hours are provided by Nebraska Legal Aid to the elder residents according to the priority standards established by Nebraska Legal Aid. Referrals for legal assistance are made to the Access line. The AOWN will continue to provide outreach and information on the availability of the Access line.

<b>Definition:</b> Assisting a client to identify and utilize services needed to assure that the client is receiving, when reasonably possible, the level of care that best matches his or her level of need. The Care Management Unit, through its Care Management Unit Supervisor and staff of care managers, assists clients with services as specified in the [Care Management] Act, including ongoing consultation, assessment, Long-Term Care Plan development, and referral for clients in need of long-term care; coordination of the Long-Term Care Plan; monitoring of the delivery of services for clients, and review of the client's Long-Term Care Plan.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility:</b> Individuals 60 years or older are eligible. Those under 60 may also be served, subject to service prioritization.		
<b>Client Details:</b>		
<input checked="" type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input checked="" type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input checked="" type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements: See Care Management reporting requirements.</b>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input checked="" type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> May be MAC Eligible		
<b>Provider Requirements:</b>	<p>The Care Management Unit Supervisor and care managers shall have the following minimum qualifications:</p> <ul style="list-style-type: none"> <li>• A current Nebraska license as a registered nurse, or baccalaureate or graduate degree in the human services field, or certification under the Nebraska Social Work Law; and</li> <li>• At least two years of experience in long-term care, gerontology or community health.</li> <li>• In addition, a Care Management Unit Supervisor shall have at least two years of supervisory or management experience.</li> </ul>	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Care Management is a direct service provision of the CHOICES program. This service is available in all counties of our PSA-L. Units of service are inclusive of Assessment, Care Plan development, coordination, follow up and travel. Care management coordinates with the other aspects of the CHOICES services which allows for a seamless transition of care as the individual level of care intensifies.

<b>Definition:</b>		
Phoning a client in order to provide comfort or help. Telephone & Visiting services shall:		
<ul style="list-style-type: none"> <li>• Provide regular telephone or in person contact to or from isolated individuals.</li> <li>• Be provided by staff, knowledgeable and skilled in the services provided, including a volunteer under the supervision of the Care Manager or Options Counselor.</li> <li>• Include a prearranged schedule for contacting the participant;</li> <li>• Maintain a log of contacts documenting:               <ol style="list-style-type: none"> <li>1. Date of the contact;</li> <li>2. Length of the call;</li> <li>3. Summary of the contact;</li> <li>4. Determination of safety and well-being; and</li> <li>5. Determination of special assistance needed;</li> </ol> </li> <li>• Establish a procedure to be implemented in the event of a non-answered call;</li> <li>• Include the participant's preference regarding frequency of calls.</li> </ul>		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b>		
<input checked="" type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input checked="" type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input checked="" type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Telephoning and visiting is a direct service of the AOWN with the service available in all of our counties in the PSA-L. The regular telephoning shall be handled from the Central office by the identified individual that will contact them on a daily basis if not more often. It will also be handled in the off site of the Central office by the Site managers that have identified individuals in their communities. The AOWN has a procedure to follow if the call is not answered by the individual.

<b>Definition:</b> The hours of multipurpose senior centers are open to older individuals.		
Sites that only offer meals (also known as Nutrition Sites) should not be included.		
<b>Service Unit:</b> Hour	<b>Setting:</b> Indirect Setting	Non-Registered Service
<b>Eligibility:</b> N/A		
<b>Client Details:</b> N/A		
<input type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input checked="" type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	Must be multipurpose senior center.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

The hours of a multipurpose senior center that are open to the older individuals of that community are included. Most of the Senior Centers in our PSA-L are multipurpose senior centers of the elderly.



<b>Definition:</b>			
The provision of goods to an older individual at no cost or at a reduced cost which will directly support the health and independence of the individual with an assessed need.			
This can include: commodities, pantry items, clothing distribution, smoke detectors, eyeglasses, hearing aids, oral health, etc.			
This also includes Emergency Response Systems (ERS, Personal Emergency Response System, PERS). An Emergency Response System is an electronic device and has portable buttons (including pendants and bracelets) worn by the customer. These units provide 24-hour on call support to the customer having a medical or emergency need that could become critical at any time. ERS can be landline or cell phone based services.			
Previously counted in Durable Medical Equipment and Emergency Response System. This is no longer limited to medical equipment, adaptive devices, or assistive technology.			
<b>Service Unit:</b>	Unit	<b>Setting:</b> One-on-One Registered Service	
<b>Eligibility:</b> Individual must be 60 years old or older			
<b>Client Details:</b>			
<input type="checkbox"/>	Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input type="checkbox"/>	Collect IADLs	<input checked="" type="checkbox"/> <b>Client may Self-Direct this Service</b>	
<input type="checkbox"/>	Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> N/A			
<b>Possible Funding Sources:</b>			
<input type="checkbox"/>	III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/>	<b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/>	III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/>	III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
		<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.		

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Material distribution will include in our PSA-L DME, ERS installation, commodities, adaptive devices, and assistive technology. This will be a direct service provision handled through out the PSA-L

<b>Definition:</b> Provision of activities which foster the social well-being of individuals through social interaction and the satisfying use of leisure time. Activities, such as performing arts, games, and crafts, either as an observer or as a participant, facilitated by a provider.  This service covers activities at the provider's location (i.e. senior center) or should be organized/planned by the provider (senior center).		
<b>Service Unit:</b> Person Hour	<b>Setting:</b> Group Setting	Non-Registered Service
<b>Eligibility:</b> Individual must be 60 years old or older		
<b>Client Details:</b> N/A		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

The Social activities will be held at the Senior Centers in our PSA-L. The service will be inclusive of scheduled games, crafts, performing arts.

<b>Definition:</b> An interactive activity that conveys information about available services, aging, or the aging network. It includes in-person interactive presentations, booth/exhibit at a fair, conference, or other public event. This service includes Public Education and Presentations.		
When the topic is Medicaid related, it may be MAC Eligible. See the Medicaid Administrative Claiming (MAC) section.		
Previously the ACL defined this as a one-on-one intervention by the service provider. The ACL has removed Outreach as a federal service. The state has created a new service called Outreach.		
<b>Service Unit:</b> Activity	<b>Setting:</b> Group Setting	Non-Registered Service
<b>Eligibility:</b> Information about available services, aging, or the aging network.		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>Estimated Audience Size</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>		
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Community education is provided thru presentations, health fairs, spring wellness, stand downs(Health fair for Veterans) and information booths that we the AOWN participate in. This service will be conducted the same as in years past as a direct service in all of the PSA-L.

<b>Definition:</b> A media activity that conveys information about available services, aging, or the aging network. It is a one way mode of communication. Examples include: Facebook posts, TV Ads/PSAs, radio ads/PSAs, website hits, brochures, newspaper ads, press releases.		
When counting brochures and other print media as Information Services, it should be counted when the cost is incurred (when the brochures are printed, when the newspaper ad is billed).		
When the topic is Medicaid related, it may be MAC Eligible. See the Medicaid Administrative Claiming (MAC) section.		
Previously Information Services IIIB and/or Public Information.		
<b>Service Unit:</b> Activity	<b>Setting:</b> Indirect Setting	Non-Registered Service
<b>Eligibility:</b> N/A		
<b>Client Details:</b> N/A		
<input type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Topic (if the system allows)</li> <li>• Estimated Audience Size</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>		
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service will be for the total PSA-L the brochures and other print media will be counted as the cost is incurred/billed. This is a direct service that will be continued as last FY

<p>An interactive activity that conveys information about legal issues, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Powers of Attorney</li> <li>• Wills</li> <li>• Health Care Directives</li> <li>• Reverse Mortgage</li> <li>• Social Security Benefits</li> <li>• Medicaid/Medicare</li> </ul> <p>Legal Outreach includes in-person interactive community education presentations by an attorney or a staff supervised by an attorney at senior centers, conferences, or other public event.</p> <p>Legal Outreach <u>does not</u> include information provided by staff or an attorney at a booth/exhibit at a fair, or a conference or other public event.</p> <p>When the topic is Medicaid related, it may be MAC Eligible. See the Medicaid Administrative Claiming (MAC) section.</p>		
<b>Service Unit:</b>	Activity	<b>Setting:</b> Group Setting
Non-Registered Service		
<b>Eligibility:</b> Information about available services, aging, or the aging network.		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Estimated Audience Size</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input checked="" type="checkbox"/> <b>III-B (Supportive Service)</b>	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>		
<b>Provider Requirements:</b>	<ul style="list-style-type: none"> <li>• Attorney, OR</li> <li>• Law student under direct supervision of an attorney, OR</li> <li>• Paralegal under direct supervision of an attorney</li> </ul>	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service will be done at each Nutrition site at various times annually. Each nutrition site will host the Attorney from Legal Aid of Nebraska (Scottsbluff) that will travel and speak to each of the nutrition site participants regarding a topic that Legal Aid has determined to be a "hot topic".

We offer a Legal law clinic around our PSA-L annually by contract with UNL Law College where the law students do simple legal documents for our clients in our PSA-L

<b>Definition:</b> A service designed to support caregivers and assist them in their decision-making and problem solving. Counselors are service providers that are degreed and/or credentialed as required by state policy, trained to work with older adults and families and specifically to understand and address the complex physical, behavioral and emotional problems related to their caregiver roles. This includes counseling to individuals. Counseling is a separate function apart from support group activities or training (see definitions for these services).  If the service provider does not meet provider requirements, service units may be counted under Caregiver Supplemental Services.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility:</b> • Family Caregiver <b>OR</b> • Older Relative Caregiver		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input checked="" type="checkbox"/> <b>May collect demographics if OAA eligible.</b>	<input checked="" type="checkbox"/> <b>Collect Demographics</b>	<input type="checkbox"/> May be Anonymous
	<input checked="" type="checkbox"/> <b>Collect Eligibility</b>	<input type="checkbox"/> May Self-Direct this Service
	<input checked="" type="checkbox"/> <b>May do Caregiver Assessment</b>	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> <b>III-E (Caregiver)</b>	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	Counselors are service providers that have a health and human services-related degree or license that allow them to administer services within the scope of their own professional practice that they are deemed competent to perform. These practices must be permitted in terms of what their own professional licensure approves and allows.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service will be done by a Care support worker (Licensed professional) that will work with caregivers in decision making and problem solving. This will be done on a one-on-one setting by the worker that are degreed/credentialed with caregivers to help them address and understand issues related to their caregiving roles.

<b>Definition:</b> A service that provides family caregivers with instruction to improve knowledge and performance of specific skills relating to their caregiving roles and responsibilities. Skills may include activities related to health, nutrition, and financial management; providing personal care; and communicating with health care providers and other family members. Training may include use of evidence-based programs; be conducted in-person or on-line; and be provided in individual or group settings.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One or Group Setting	Registered Service
<b>Eligibility:</b> • Family Caregiver <b>OR</b> • Older Relative Caregiver		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input checked="" type="checkbox"/> May collect demographics if OAA eligible.	<input checked="" type="checkbox"/> Collect Demographics	<input type="checkbox"/> May be Anonymous
	<input checked="" type="checkbox"/> Collect Eligibility	<input type="checkbox"/> May Self-Direct this Service
	<input checked="" type="checkbox"/> May do Caregiver Assessment	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service will be accomplished with the RD staff throughout the PSA-L providing knowledge and performance of specific skill related to their caregiver role for the family caregiver. This will be done the same as before with a new title as a direct service.

<b>Definition:</b> Service which offer temporary, substitute supports or living arrangements for care recipients in order to provide a brief period of relief or rest for caregivers.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One or Group Setting	Registered Service
<b>Eligibility:</b> • Family Caregiver OR • Older Relative Caregiver		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input checked="" type="checkbox"/> <b>Must have 2 ADLs or a cognitive deficit</b>	<input checked="" type="checkbox"/> <b>Collect Demographics</b>	<input type="checkbox"/> May be Anonymous
	<input checked="" type="checkbox"/> <b>Collect Eligibility</b>	<input checked="" type="checkbox"/> <b>May Self-Direct this Service</b>
	<input checked="" type="checkbox"/> <b>May do Caregiver Assessment</b>	<input checked="" type="checkbox"/> <b>May use Voucher</b>
<b>Other Reporting Requirements: Where Respite was Provided:</b>		
<ul style="list-style-type: none"> <li>• In-Home</li> <li>• Out-of-Home (day)</li> <li>• Out-of-Home (overnight)</li> <li>• Other Respite</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> <b>III-E (Caregiver)</b>	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service is PSA-L wide. The family caregiver asks for temporary or a brief period of rest from being a caregiver. AOWN will help find another caregiver or facility that accepts adult day care. AOWN will pay the substitute caregiver for a set number of hours, once the paperwork is turned into the Central office.



<b>Definition:</b> Goods and services provided to complement the care provided by caregivers.		
If a Family Caregiver and Older Individual receive a Home Delivered Meal, the Family Caregiver Home Delivered Meal should be counted under Caregiver Supplemental Services.		
ERS services for the Care Recipient should be recorded under this service. The Client is the Caregiver.		
<b>Service Unit:</b> Unit	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility:</b> • Family Caregiver <b>OR</b> • Older Relative Caregiver		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input checked="" type="checkbox"/> <b>Must have 2 ADLs or a cognitive deficit</b>	<input checked="" type="checkbox"/> <b>Collect Demographics</b>	<input type="checkbox"/> May be Anonymous
	<input checked="" type="checkbox"/> <b>Collect Eligibility</b>	<input type="checkbox"/> May Self-Direct this Service
	<input checked="" type="checkbox"/> <b>May do Caregiver Assessment</b>	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> <b>III-E (Caregiver)</b>	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	N/A	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

The Supplemental service will be PSA-L wide. ERS service will be offered under this service with the caregiver being the client. AOWN has contracts with Connect America, Philips, and Sidney Regional Medical Center for individual units.

<b>Definition:</b> A service that is led by a trained individual, moderator, or professional, as required by state policy, to facilitate caregivers to discuss their common experiences and concerns and develop a mutual support system. Support groups are typically held on a regularly scheduled basis and may be conducted in person, over the telephone, or online.		
For the purposes of Title III-E funding, caregiver support groups would not include “caregiver education groups,” “peer-to-peer support groups,” or other groups primarily aimed at teaching skills or meeting on an informal basis without a facilitator that possesses training and/or credentials as required by state policy.		
<b>Service Unit:</b> Session	<b>Setting:</b> Group Setting	Non-Registered Service
<b>Eligibility:</b> • Family Caregiver <b>OR</b> • Older Relative Caregiver		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input type="checkbox"/> May collect demographics if OAA eligible.	<input type="checkbox"/> Collect Demographics	<input checked="" type="checkbox"/> <b>May be Anonymous</b>
	<input type="checkbox"/> Collect Eligibility	<input type="checkbox"/> May Self-Direct this Service
	<input type="checkbox"/> May do Caregiver Assessment	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> <b>III-E (Caregiver)</b>	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	Service providers should have a health and human services-related degree or license that allow them to administer services within the scope of their own professional practice that they are deemed competent to perform.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Care giver Support groups will be led by the CSC in our office thru out the PSA-L. This position will hold support groups typically on a regularly scheduled basis and may be conducted in person, over the telephone, or online. This will be done to discuss common experiences and concerns to develop a mutual support group.

<b>Definition:</b>		
<ul style="list-style-type: none"> <li>provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology;</li> <li>assesses the problems and capacities of the individuals;</li> <li>links the individuals to the opportunities and services that are available; and</li> <li>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.</li> </ul>		
<b>Service Unit:</b> Contact	<b>Setting:</b> One-on-One	Non-Registered Service
<b>Eligibility:</b> • Family Caregiver <b>OR</b> • Older Relative Caregiver		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input type="checkbox"/> May collect demographics if OAA eligible.	<input type="checkbox"/> Collect Demographics	<input checked="" type="checkbox"/> <b>May be Anonymous</b>
	<input checked="" type="checkbox"/> <b>Collect Eligibility</b>	<input type="checkbox"/> May Self-Direct this Service
	<input checked="" type="checkbox"/> <b>May do Caregiver Assessment</b>	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> <b>III-E (Caregiver)</b>	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
	<input type="checkbox"/> May be MAC Eligible	
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Care giver Assistance I&A will be offered across the PSA-L to link the Caregiver to opportunities and services in their communities. The RD staff will provide individuals in the community in which the Caregiver lives. This is an ongoing service.

<b>Definition:</b> An interactive activity that conveys information to caregivers about available services, aging, or the aging network. It includes in-person interactive presentations, booth/exhibit at a fair, conference, or other public events. This service includes Public Education and Presentations.		
When the topic is Medicaid related, it may be MAC Eligible. See the Medicaid Administrative Claiming (MAC) section.		
<b>Service Unit:</b> Activity	<b>Setting:</b> Group Setting	Non-Registered Service
<b>Eligibility:</b> N/A		
Care Recipient	Caregiver (Client) Details:	
<input type="checkbox"/> May collect demographics if OAA eligible.	<input type="checkbox"/> Collect Demographics	<input type="checkbox"/> May be Anonymous
	<input type="checkbox"/> Collect Eligibility	<input type="checkbox"/> May Self-Direct this Service
	<input type="checkbox"/> May do Caregiver Assessment	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Topic (if system allows)</li> <li>• Estimated Audience Size</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> <b>III-E (Caregiver)</b>	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>		
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

This service will be the Care giver worker will attend Public education events and present while looking for caregivers and giving information to prospective caregivers. The presenter will be AOWN CSC (Caregiver Service Coordinator) to present at any booth, conference or public event that will help the Caregiver get information about services for them.

<b>Definition:</b> A media activity that conveys information to caregivers about available services, aging, or the aging network. It is a one way mode of communication. Examples include: Facebook posts, TV Ads/PSAs, radio ads/PSAs, website hits, brochures, newspaper ads, press releases.  When counting brochures and other print media as Information Services, it should be counted when the cost is incurred (when the brochures are printed, when the newspaper ad is billed).  When the topic is Medicaid related, it may be MAC Eligible. See the Medicaid Administrative Claiming (MAC) section.		
<b>Service Unit:</b> Activity	<b>Setting:</b> Indirect Setting	Non-Registered Service
<b>Eligibility:</b> N/A		
<b>Care Recipient</b>	<b>Caregiver (Client) Details:</b>	
<input type="checkbox"/> May collect demographics if OAA eligible.	<input type="checkbox"/> Collect Demographics	<input type="checkbox"/> May be Anonymous
	<input type="checkbox"/> Collect Eligibility	<input type="checkbox"/> May Self-Direct this Service
	<input type="checkbox"/> May do Caregiver Assessment	<input type="checkbox"/> May use Voucher
<b>Other Reporting Requirements:</b>		
<ul style="list-style-type: none"> <li>• Topics (if system allows)</li> <li>• Estimated Audience Size</li> </ul>		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input type="checkbox"/> ADRC (State)
<input type="checkbox"/> III-B (Supportive Service)	<input checked="" type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> Local
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> CASA (State Aging)	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>		
<b>Provider Requirements:</b>	N/A	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Caregiver information services will be communicated by facebook, television, radio, flyers, newspaper, etc for information to caregivers about available services. Our brochures, flyers for Caregivers will be counted under this direct service when the cost is incurred.

<b>Definition:</b> A state ADRC Program whose primary purpose is to maintain information about human service resources in the community and to link people who need assistance with appropriate service providers and/or to supply descriptive information about the agencies or organizations which offer services. The information and referral process involves establishing contact with the individual, assessing the individual's long and short-term needs, identifying resources to meet those needs, providing a referral to identified resources, and, where appropriate, following up to ensure that the individual's needs have been met.		
<b>Service Unit:</b> Contact	<b>Setting:</b> One-on-One	Non-Registered Service
<b>Eligibility: (Must be at least one of the below)</b> • 60 years or older      • Individual with a Disability      • Caregiver      • Representative		
<b>Client Details:</b>		
<input type="checkbox"/> Collect ADLs	<input checked="" type="checkbox"/> <b>Client may be Anonymous</b>	
<input type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input type="checkbox"/> May Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> N/A		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input checked="" type="checkbox"/> <b>ADRC (State)</b>
<input type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>		
<b>Provider Requirements:</b>	This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

The ADRC will be provided by the AOWN as a direct service throughout the **PSA-L**. This program will direct/help the client find the service/services they need. The I & R process involves establishing contact with the individual assessing the individual's long and short-term needs, identifying resources to meet those needs, providing a referral to identified resources and where appropriate following up to ensure that the individual's needs have been met.

<b>Definition:</b> A state ADRC Program service that assists an eligible individual in need of long-term care and his or her representatives to make informed choices about the services and settings which best meet his or her long-term care needs and that uses uniform data and information collection and encourages the widest possible use of community-based options to allow an eligible individual to live as independently as possible in the setting of his or her choice.		
<b>Service Unit:</b> Hour	<b>Setting:</b> One-on-One	Registered Service
<b>Eligibility: Need Long Term Care AND (Must be at least one of the below)</b>		
• 60 years or older	• Individual with a Disability	• Representative
<b>Client Details:</b>		
<input checked="" type="checkbox"/> Collect ADLs	<input type="checkbox"/> Client may be Anonymous	
<input checked="" type="checkbox"/> Collect IADLs	<input type="checkbox"/> Client may Self-Direct this Service	
<input checked="" type="checkbox"/> May Collect NRA Score	<input type="checkbox"/> Client may use Voucher	
<b>Other Reporting Requirements:</b> See ADRC services demographic information.		
<b>Possible Funding Sources:</b>		
<input type="checkbox"/> III-A (NSIP Raw Food)	<input type="checkbox"/> III-D (Health Pro)	<input checked="" type="checkbox"/> <b>ADRC (State)</b>
<input type="checkbox"/> III-B (Supportive Service)	<input type="checkbox"/> III-E (Caregiver)	<input checked="" type="checkbox"/> <b>Local</b>
<input type="checkbox"/> III-C1 (Congregate Meal)	<input checked="" type="checkbox"/> <b>CASA (State Aging)</b>	<input checked="" type="checkbox"/> <b>Other</b>
<input type="checkbox"/> III-C2 (Home Delivered Meal)	<input type="checkbox"/> Care Management (State)	
		<input checked="" type="checkbox"/> <b>May be MAC Eligible</b>
<b>Provider Requirements:</b>	A background check is suggested. This is a private business matter and outside the scope of SUA/DHHS.	

**Detailed description of how service is provided.**

- Is it a subaward, contract, direct service?
- What counties are served this way?
- What is the same? What's different about the service?

Options Counseling will assist an eligible individual in need of long-term care and his/her representatives to make informed choices about the services and settings which best meet his/her long term care needs and that uses uniform data and information collection to allow an eligible individual to live as independently as possible in the setting of his/her choice. This service is a direct service provided in **all counties of our PSA-L** the same way that it was done in the pilot project.

Name of Applicant/Agency: \_Aging Office of Western Nebraska \_\_\_\_\_

The Nebraska State Unit on Aging is requesting an Annual Plan & Budget for the Senior Volunteer Program for FY 2023. The Annual Plan should include response to the following questions:

1. Designated project director who is directly responsible to the sponsor for the management of the project. Mandy Fertig
2. List the Units of Service Composite (**volunteer hours**):

07/01/21 – 12/31/21 (Actual) 4277.30

01/01/22 – 06/30/22 (Projected) 4200

07/01/21 – 06/30/22 (Combined) 8277.30

07/01/22 – 06/30/23 (Projected) 8500.00

3. Describe how recruitment, assignment, supervision, and support of the senior volunteers is provided. What efforts are being made to recruit and assign persons from minority groups, people with disabilities, and hard-to-reach individuals? Word of mouth in our smaller communities.
4. Describe the assignments and activities volunteers are involved in. Transportation, phone check in's, meal prep/delivery, coffee/cards, / movies
5. What financial and in-kind support is provided to fulfill the project's local share commitment (equal to or greater than 10% of the grant amount? The local match is provided with County money for Mandy's wages and expenses. Our amount is greater than the 10% at \$4,995.
6. Outline how the senior volunteers are provided with not less than the minimum accident, personal liability, and excess auto liability insurance. Submit a Certificate of Insurance with this application. See attached AOWN provides the insurance for the volunteers.
7. Outline the background checks on senior volunteers being conducted currently. (Include background checks required in Program Instruction SUA-21-PI-07 dated 10/1/2020). We are running APS/CPS, NDEN, Sex offender, criminal, and traffic.
8. Describe the types of appropriate recognition of the senior volunteers and their activities. Site visits by Mandy to the individual Senior Centers. Eats with the volunteers and gives them each a small gift of appreciation as a small token of gratitude.
9. Provide personnel practices and service policies for senior volunteers, including grievance and appeal procedures for volunteers. AOWN Policy book
10. Provide information on how project records are maintained in accordance with accepted accounting principles and provide for accurate and timely preparation and submission of reports required by the State Unit on Aging. Each community has a person appointed to collect and tally the volunteers reports and calendars to tally the hours, then they send that to Director Mandy Fertig to validate the numbers and give to bookkeeping to enter Peer Place.
11. Describe how necessary training is provided prior to the volunteers at the start of service and quarterly training thereafter.  
Initial training-for initial training the application, felony misdemeanor, CPS/APS forms are given to the volunteer to fill out. The coordinator receives those and gets a copy of



driver's license, and vehicle insurance card, gives them a copy of the AOWN grievance and HIPPA policy. After receiving all paperwork, the coordinator explains the volunteer liability insurance that AOWN provides on the volunteers. The coordinator matches the volunteer with the frail elderly person in the area. Once they decide on who they will volunteer with they go over the calendar and the date it must be turned into the coordinator monthly. They also explain the services offered to the frail elderly.

Quarterly training-

12. Describe the arrangement of direct benefits (transportation, meals, physical examination, and insurance) provided to volunteers. A volunteer professional provides the physicals annually at each location. Transportation is worked out between the Volunteer and frail elderly. The Senior likes to offer to pay for the volunteer's lunch especially when they drive to a different location.
13. Provide assurance that appropriate liability insurance is maintained for owned, non-owned, or hired vehicles used in the project. See attached.
14. What is the realistic transportation plan for the project based on the lowest cost transportation modes? Person served and volunteer work this out together.
15. How is an annual appraisal of the volunteers' performance and annual review of volunteers' driver's record and liability insurance conducted? The person who is appointed to the coordinator for each site does an appraisal on each volunteer annually and Mandy goes to each site and goes through the files to make sure all information is on file on each volunteer.

A Service Narrative(s), Budget Form and Budget Narrative must be submitted along with this annual plan.

Site Name	Mark for Deletion	AAA
Banner County School	FALSE	AOWN
Bayard Senior Center	FALSE	AOWN
Bridgeport Senior Center (Prairie Winds Community Center)	FALSE	AOWN
Chappell Nutrition Site	FALSE	AOWN
Cheyenne County Community Center	FALSE	AOWN
City of Alliance Senior Center	FALSE	AOWN
Dawes County Senior Center	FALSE	AOWN
Friendship Senior Center	FALSE	AOWN
Gering Senior Center	FALSE	AOWN
Gordon Senior Center	FALSE	AOWN
Hay Springs Senior Center	FALSE	AOWN
Hemingford Nutrition Site (Treasured Grounds)	FALSE	AOWN
Lewellen Tiger Den	FALSE	AOWN
Mitchell Senior Center	FALSE	AOWN
Morrill Manor	FALSE	AOWN
Oshkosh Senior Center	FALSE	AOWN
Rushville Senior Center	FALSE	AOWN
Scottsbluff Coop Voucher	FALSE	AOWN
Senior Citizens Community Center	FALSE	AOWN
Sunshine Senior Center - Harrison	FALSE	AOWN

Site Type	Address	City	Zip Code	County	Phone Number
Meal Site ONLY	PO Box 5	Harrisburg	69345	Banner	(308) 436-5262
Multi-Program	511 Main	Bayard	69334	Morrill	(308) 586-1966
Multi-Program	424 N. Main	Bridgeport	69336	Morrill	(308) 262-1868
Multi-Program	245 Matlock	Chappell	69129	Deuel	(308) 874-2954
Multi-Program	627 Toledo Street	Sidney	69162	Cheyenne	(308) 254-4835
Multi-Program	212 Yellowstone	Alliance	69301	Box Butte	(308) 762-8774
Multi-Program	404 2nd Street	Crawford	69339	Dawes	(308) 665-1515
Multi-Program	107 South Oak	Kimball	69145	Kimball	(308) 235-4505
Multi-Program	2005 Depot	Gering	69341	Scotts Bluff	(308) 436-3233
Multi-Program	113 E 3rd	Gordon	69343	Sheridan	(308)282-2939
Multi-Program	125 N Main Street	Hay Springs	69437	Sheridan	(308) 638-4534
Meal Site ONLY	712 Box Butte Avenue	Hemingford	69348	Box Butte	(308) 487-3444
Multi-Program	504 West Hwy 26	Lewellen	69147	Garden	(308) 778-0102
Multi-Program	1257 Center Ave	Mitchell	69357	Scotts Bluff	(308) 623-1145
Multi-Program	343 West Charles Street	Morrill	69358	Scotts Bluff	(308) 247-3323
Multi-Program	303 Main Street	Oshkosh	69154	Garden	(308) 772-3400
Multi-Program	210 South Main Street	Rushville	69360	Sheridan	(308) 327-2061
Meal Site ONLY	Avenue B and S. Beltline	Scottsbluff	69361	Scotts Bluff	(308)632-2522
Multi-Program	251 Pine Street	Chadron	69337	Dawes	(308) 432-2734
Multi-Program	Highway 20	Harrison	69346	Sioux	(308) 668-2261

Open Hours	Site Manager/Center Director	E-Mail Address
M Tu W Th F 11:00 - 1:00	Sharon Lease	
M Tu W Th F 7:00 - 2:00	Diana Hagel	
M Tu W Th F 7:00 - 2:00	Michelle Daily	
M Tu W Th F 7:00 - 2:00	Kim Schultz	
M Tu W Th F 7:30 - 2:00	Judith Schaefer, Mike Namuth	
M Tu W Th F 7:00 - 2:00	Angie Flesnor, Shawna Brown	
M Tu W Th F 8:00 - 2:00	Judy Gortsema	
M Tu W Th F 7:00 - 1:00	Eileen Rowley	
M Tu W Th F 7:00 - 2:00	Bonnie Pelster	
M Tu W Th F 8:00 - 2:00	Janet Sasse	
M Tu W Th F 8:00 - 2:00	Peggy Tlustos	
M Tu W Th F 7:30 - 2:00	Peggy Hollinrake	
M Tu W Th F 10:00 - 2:00	Garnet Storer	
M Tu W Th F 7:30 - 2:00	Jessica Peterson	
M Tu W Th F 8:00 - 2:00	Shirley Swenson	
M Tu W Th F 6:00 - 1:00	Nicolette Bruesch	
M Tu W Th F 7:30 - 1:30	Judy Thomas	
M Tu W Th F Sa Su 9:00-1:00	Allysia/Eric	
M Tu W Th F 7:00 - 1:00	Sheila Motz	
M Tu W Th F 8:00 - 2:00	Donna Wickersham	

**Bilingual Staff?**

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

FALSE

## Services Offered

Congregate Meals

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Health Programs;#Homemaker;#In

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Health Programs;#Homemaker;#In

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Health Programs;#Homemaker;#In

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Homemaker;#Information & Assist

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Health Programs;#Homemaker;#In

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Material Aid;#Health Programs;#Hc

Congregate Meals;#Home Delivered Meals;#Chore;#Material Aid;#Health Programs;#Homemaker;#In

Congregate Meals;#Home Delivered Meals;#Material Aid;#Health Programs;#Homemaker;#Informati

Congregate Meals;#Home Delivered Meals;#Chore;#Health Programs;#Homemaker;#Information & A

Congregate Meals;#Home Delivered Meals;#Chore;#Health Programs;#Homemaker;#Information & A

Congregate Meals;#Home Delivered Meals

Congregate Meals;#Home Delivered Meals;#Information & Assistance;#Volunteer Opportunities

Congregate Meals;#Home Delivered Meals;#Chore;#Information & Assistance;#Nutrition Education;#

Congregate Meals;#Home Delivered Meals;#Material Aid;#Material Aid;#Information & Assistance;#N

Congregate Meals;#Home Delivered Meals;#Material Aid;#Health Programs;#Information & Assistanc

Congregate Meals;#Home Delivered Meals;#Health Programs;#Information & Assistance;#Nutrition E

Congregate Meals;#Volunteer Opportunities

Congregate Meals;#Home Delivered Meals;#Caregiver Services;#Chore;#Material Aid;#Health Program

Congregate Meals;#Home Delivered Meals;#Material Aid;#Health Programs;#Information & Assistanc

Extra Notes	COVID-19 Status
	Open with Limited Services
formation & Assi	Open with Limited Services
formation & Assi	Open with Limited Services
formation & Assi	Open with Limited Services
ance;#Nutrition I	Open with Limited Services
formation & Assi	Open with Limited Services
omemaker;#Info	Open with Limited Services
formation & Assi	Open with Limited Services
on & Assistance;#	Open with Limited Services
ssistance;#Nutrit	Open with Limited Services
ssistance;#Nutrit	Open with Limited Services
	Open with Limited Services
	Open (No Limitations)
volunteer Oppor	Open with Limited Services
nutrition Educatio	Open with Limited Services
e;#Volunteer Op	Open with Limited Services
ducation;#Volunt	Open with Limited Services
	Open with Limited Services
ns;#Homemaker;	Open with Limited Services
e;#Nutrition Edu	Open with Limited Services

COVID-19 Limited Services	COVID-19 Hours
Congregate Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Congregate Meals;#Home Delivered Meals;#Social Activities	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	
Congregate Meals	
Home Delivered Meals;#To Go Meals	
Home Delivered Meals;#To Go Meals	



Monitoring Agency	Funding Structure	Uses III-C1 or III-C2 funding?
AOWN	Contracted	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AOWN	Contracted	TRUE
AOWN	Contracted	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	Contracted	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE
AAA Employees (Direct Service)	AAA Owned/Staffed	TRUE



# Served Client Summary

AOWN

07/01/2021 and 12/31/2021

Report Run Date: 02/01/2022

## State Service Type Summary

State Service Type	Total Units	Total Unduplicated Clients	Total Duplicated Clients
Care Management	1,353.50	101	515
Caregiver Assistance: Information & Assistance	220.00	0	0
Caregiver Information Services	120.00	0	0
Caregiver Outreach	36.00	0	0
Caregiver Respite	168.00	2	2
Caregiver Supplemental Services	552.00	99	543
Caregiver Training	1.00	3	3
Chore	2,052.90	99	349
Congregate Meals	28,744.00	796	3,017
Counseling	1.25	2	2
COVID19 Consumables	94.00	94	94
COVID19 To Go Meal	1,423.00	80	189
COVID19 Well Check	40.00	40	40
Home Delivered Meals	43,710.00	783	2,991
Homemaker	1,747.00	86	369
HP/DP (Evidence-Based)	51.00	5	28
HP/DP (Non Evidence-Based)	106.00	0	0
Information & Assistance	1,945.00	0	0
Information & Referral	400.00	232	368
Information Services	7.00	2,921	4,684

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**State Service Type Summary**

<b>State Service Type</b>	<b>Total Units</b>	<b>Total Unduplicated Clients</b>	<b>Total Duplicated Clients</b>
Legal Assistance	246.90	0	0
Material Distribution	46.00	30	33
Nutrition Education	257.00	0	0
Options Counseling	41.75	25	37
Outreach	38.00	92	92
Senior Center Hours	12,446.00	0	0
Senior Volunteer Program	4,277.30	0	0
Social Activities	2,678.25	0	0
Telephone & Visiting	59.00	8	25
Volunteer Program	3,423.30	0	0

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# Eat Right

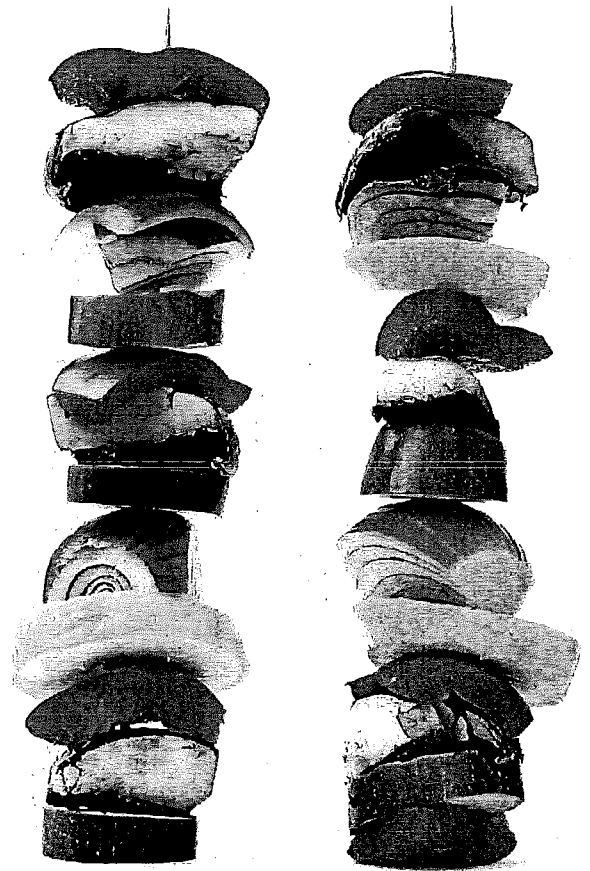
Food, Nutrition and Health Tips from the Academy of Nutrition and Dietetics

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## 20 Ways to Enjoy More Fruits and Vegetables

Building a healthy plate is easy when you make half your plate fruits and vegetables. It's also a great way to add color, flavor and texture plus vitamins, minerals and fiber. All this is packed in fruits and vegetables that are low in calories and fat. Make 2 cups of fruit and 2 ½ cups of vegetables your daily goal. Try the following tips to enjoy more fruits and vegetables every day.

1. Variety abounds when using vegetables as pizza topping. Try broccoli, spinach, green peppers, tomatoes, mushrooms and zucchini.
2. Mix up a breakfast smoothie made with low-fat milk, frozen strawberries and a banana.
3. Make a veggie wrap with roasted vegetables and low-fat cheese rolled in a whole-wheat tortilla.
4. Try crunchy vegetables instead of chips with your favorite low-fat salad dressing for dipping.
5. Grill colorful vegetable kabobs packed with tomatoes, green and red peppers, mushrooms and onions.
6. Add color to salads with baby carrots, grape tomatoes, spinach leaves or mandarin oranges.\*
7. Keep cut vegetables handy for mid-afternoon snacks, side dishes, lunch box additions or a quick nibble while waiting for dinner. Ready-to-eat favorites: red, green or yellow peppers, broccoli or cauliflower florets, carrots, celery sticks, cucumbers, snap peas or whole radishes.



8. Place colorful fruit where everyone can easily grab something for a snack-on-the-run. Keep a bowl of fresh, just ripe whole fruit in the center of your kitchen or dining table.
9. Get saucy with fruit. Puree apples, berries, peaches or pears in a blender for a thick, sweet sauce on grilled or broiled seafood or poultry, or on pancakes, French toast or waffles.
10. Stuff an omelet with vegetables. Turn any omelet into a hearty meal with broccoli, squash, carrots, peppers, tomatoes or onions with low-fat sharp cheddar cheese.
11. "Sandwich" in fruits and vegetables. Add pizzazz to sandwiches with sliced pineapple, apple, peppers, cucumber and tomato as fillings.
12. Wake up to fruit. Make a habit of adding fruit to your morning oatmeal, ready-to-eat cereal, yogurt or toaster waffle.
13. Top a baked potato with beans and salsa or broccoli and low-fat cheese.
14. Microwave a cup of vegetable soup as a snack or with a sandwich for lunch.
15. Add grated, shredded or chopped vegetables such as zucchini, spinach and carrots to lasagna, meat loaf, mashed potatoes, pasta sauce and rice dishes.
16. Make fruit your dessert: Slice a banana lengthwise and top with a scoop of low-fat frozen yogurt. Sprinkle with a tablespoon of chopped nuts.
17. Stock your freezer with frozen vegetables to steam or stir-fry for a quick side dish.
18. Make your main dish a salad of dark, leafy greens and other colorful vegetables. Add chickpeas or edamame (fresh soybeans). Top with low-fat dressing.\*
19. Fruit on the grill: Make kabobs with pineapple, peaches and banana. Grill on low heat until fruit is hot and slightly golden.
20. Dip: Whole wheat pita wedges in hummus, baked tortilla chips in salsa, strawberries or apple slices in low-fat yogurt, or graham crackers in applesauce.

Authored by Academy of Nutrition and Dietetics staff registered dietitian nutritionists.

# Eat Right

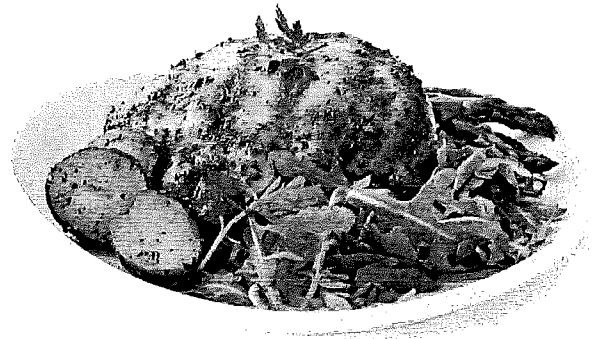
Food, Nutrition and Health Tips from the Academy of Nutrition and Dietetics



## Eating Right for Older Adults

Eating right doesn't have to be complicated. Before a meal, think about what foods you are going to eat. Choose foods that provide the nutrients you need. Build a healthy plate with foods such as vegetables, fruits, whole grains, low-fat dairy and lean protein foods.

Consider the following tips to help you get started on your way to eating right.



### **Make half your plate fruits and vegetables.**

Eat a variety of different colored vegetables, including dark-green, red and orange. Beans, peas, and lentils are also good choices. Fresh, frozen and canned vegetables can all be healthful options. Look for "reduced sodium" or "no-salt-added" on the labels.

Add fruit to meals and snacks. Choose fruits that are dried, frozen or canned in water or 100% juice, as well as fresh fruits.

### **Make at least half your grains whole.**

Choose breads, cereals, crackers, and noodles made with 100% whole grains. Whole grain corn tortillas, brown rice, bulgur, millet, amaranth and oats all count as whole grains, too. Also, look for fiber-rich cereals to help stay regular and cereals that are fortified with vitamin B12.

### **Switch to fat-free or low-fat milk, yogurt and cheese.**

Older adults need more calcium and vitamin D to help keep bones healthy. Include three servings of fat-free or low-fat milk, yogurt or cheese each day. If you are lactose intolerant, try lactose-free milk or a calcium-fortified soy beverage.

### **Vary your protein choices.**

Eat a variety of foods from the protein food group each week, such as seafood, nuts, beans, peas, and lentils, as well as lean meat, poultry and eggs. Spread your protein intake throughout the day by including a lean source with meals and snacks. Protein foods are also a source of vitamin B12, which is a nutrient that decreases in absorption as we age or due to some medications.

**Limit sodium, saturated fat and added sugars.**

Look out for salt, or sodium, in foods you eat. Compare sodium in the foods you buy and choose those with lower numbers. Add spices or herbs to season food without adding salt.

Make major sources of saturated fats occasional choices, not every day foods. Examples of these include desserts, fried foods, pizza, and processed meats like sausages and hot dogs.

Switch from solid fats to oils when preparing foods.

Select fruit for dessert more often in place of desserts with added sugars.

**Stay Well Hydrated**

Drink plenty of fluid throughout the day. Choose unsweetened beverages, like water or milk, in place of sugary drinks.

**Enjoy your food but be mindful of portion sizes.**

Most older adults need fewer calories than in younger years. Avoid oversized portions. Try using smaller plates, bowls and glasses.

**Cook more often at home, where you are in control of what's in your food.**

When eating out, look for healthier menu options. Choose dishes that include vegetables, fruits and whole grains, along with a lean protein food. When portions are large, share a meal or take half home for later.

**Be physically active your way.**

Pick activities that you like and start by doing what you can. Every bit adds up and health benefits increase as you spend more time being active.

If you are currently inactive, check with your doctor concerning increased physical activity.

**Consult a registered dietitian nutritionist** if you have special dietary needs. A registered dietitian nutritionist can create a customized eating plan for you.

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# Nebraska Department of Health and Human Services

Contract/Subaward Information		
Order Number: 13700	CFDA Number: 93.044	
Prepared By: Cheryl Brunz	Date: March 4, 2022	
Determination of Subrecipient and Contractor		
<p>(a) A subrecipient is a state or local government, college, university or non-profit organization that expends federal awards received from a pass-through entity to carry out a federal program. Generally, a primary recipient makes a subaward to provide public health assistance or achieve a public purpose authorized by a federal law.</p> <p>(b) A contractor is a dealer, distributor, merchant or other seller providing goods and services that are necessary for conducting a federal program. Generally, a primary recipient uses a procurement contract when the recipient buys goods or services for its own benefits or use.</p>		
Sub-recipient Checklist		
• Determines who is eligible to receive what federal finance assistance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
• Has its performance measured against whether the objectives of the federal program are met?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
• Has responsibility for programmatic decision making?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
• Has responsibility for adherence to compliance requirements applicable to the federal program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
• Uses the federal funds to carry out a program of the entity as compared to providing goods or services for a program of the pass-through entity?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
• Subject to Single Audit under 2 CFR 200?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Contractor Checklist		
• Provides goods or services within normal business operations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
• Provides similar goods or services to many different purchasers?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
• Operates in a competitive environment?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
• Provides goods or services that are ancillary to the operation of the federal program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
• Is not subject to the compliance requirements of the federal program?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Use of judgment		
<p>In making the determination of whether a subrecipient or contractor relationship exists, the substance of the relationship is more important than the form of the agreement. It is not expected that all of the characteristics will be present, and judgment should be used in determining whether an entity is a subrecipient or contractor. In some cases, it may be difficult to determine whether the relationship with the entity is that of a subrecipient or of a contractor. The federal cognizant agency for audit, the oversight agency for audit, or the federal awarding agency may be of assistance in making those determinations.</p>		
Determination		
Subrecipient/Contractor Name: Legal Aid of Nebraska	Order Number: 13700	
Signature: Cheryl Brunz	Date of Signature: March 4, 2022	

# STANDARD LEGAL SERVICES PROVIDER CONTRACT FY 2023

This contract is made and entered into this 1<sup>st</sup> day of July 2022 by and between the Aging Office of Western Nebraska (AOWN) and Legal Aid of Nebraska located at 209 S. 19<sup>th</sup> St. Omaha, NE 68102 (hereinafter referred to as "Contractor").

## I. GENERAL TERMS

### A. Provision of Service:

- a. Legal Assistance – provision of legal advice/ counseling, brief service, and representation by an attorney.
- b. Legal Education – provision of education on issues of concern to older individuals.

B. Eligible individual/client: A person 60 years of age or older and in greatest economic or social need within the AOWN service area.

C. Service area: Sioux, Dawes, Sheridan, Box Butte, Scott Bluffs, Morrill, Garden, Banner, Kimball, Cheyenne, and Deuel Counties.

D. Contract Dates: July 1, 2022 – June 30, 2023

E. Contract amount: The maximum amount payable under this contract is \$16,500 subject to actual expenses and availability.

AOWN and the Contractor therefore enter into the following:

## II. SCOPE OF SERVICE

A. This contract provides for a legal assistance program (and includes legal education services).

B. Services will be delivered in the following designated counties:

Sioux, Dawes, Sheridan, Box Butte, Scott Bluffs, Morrill, Garden, Banner, Kimball, Cheyenne, and Deuel Counties

C. The Contractor will give priority to legal assistance related to income, health care, long-term care, nutrition, housing, utilities, protective services, defense of guardianship, abuse and neglect, and age discrimination. (As stated in the Older Americans Act).

D. The Contractor will give priority for legal assistance services to those older individuals who are: rural, in greatest economic or social need, severely disabled, limited in English proficiency, suffering from Alzheimer's disease or related disorders, at risk of

institutionalization, at risk of homelessness or at risk of or under guardianship. (Older Americans Act target groups).

- E. All legal services provided will be delivered in a manner which conforms to Legal Services Statewide Standards of the Nebraska Department of Health and Human Services, State Unit on Aging.

### **III. CONTRACTOR DUTIES**

- A. Provide clients in greatest social and economic need legal assistance, legal advice, counseling, and representation, in the priority legal issue areas outlined in this contract.
- B. Provide targeting and outreach to identify older individuals eligible for assistance under this contract with special emphasis on individuals who are: rural, in greatest economic or social need, severely disabled, limited in English proficiency, suffering from Alzheimer's disease or related disorders, at risk of institutionalization, at risk of homelessness or at risk of or under guardianship. The outreach will not only identify but will inform these older individuals and their caregivers of the availability of legal assistance under this contract.
- C. Provide legal services in the following descending order of priority:
  - a. Protective Services, including but not limited to abuse, prevention, financial exploitation, defense of guardianship and conservatorship proceedings, durable powers of attorney, and nursing home rights.
  - b. Public benefits, including but not limited to social security, veterans' benefits, food stamps, Medicaid (except spousal impoverishment), supplemental security income, and Medicare.
  - c. Housing and essential services, including but not limited to tenant rights, utilities, and public housing.
  - d. Health care, including patient rights, health care powers of attorney, and living wills.
  - e. Debt collection when there is a meritorious defense, when a repayment agreement is possible, or when assets are subject to attachment or garnishment.
  - f. Consumer fraud.
  - g. Spousal impoverishment.
  - h. Dissolution of marriage, where income is affected.
  - i. Wills.
- D. Means testing shall not be used for providing services under this contract. Services shall not be denied to older individuals who do not contribute to the cost of the service.

- E. Not subcontract any interest or obligation arising under this contract without written agreement of AOWN.
- F. Demonstrate to AOWN the capacity to provide legal assistance in the principal language spoken by clients in areas where a significant number of clients do not speak English as their principal language.
- G. Coordinate services with AOWN staff on programs including but not limited to Long Term Care Ombudsman, Senior Medicare Patrol, Caregiver, Nutrition and Medicaid Waiver in developing and utilizing a procedure for case acceptance and referrals.
- H. Submit programmatic and fiscal reports to the AOWN as per an established schedule including the quarterly and annual reports.
- I. Provide community education services to include, speaking engagements, preparation of bulletins and inclusion of articles in the Contractor and AOWN newsletters.
- J. Abide by the Nebraska Rules of Professional Conduct adopted by the Supreme Court of Nebraska to regulate the practice of law.
- K. Develop and follow a protocol for referral of fee generating cases by referring the client to the Nebraska State Bar, or the Omaha Bar Association.
- L. Work with AOWN to develop a program policy on conflict of interest.
- M. Obtain and keep in force a commercial general liability insurance as well as a professional liability insurance policy.
- N. Attend at least one training annually relevant to the Title IIIB contract.
- O. Work with AOWN to develop and utilize a method of surveying client satisfaction without breaching client confidentiality.
- P. Work with AOWN to develop and utilize a plan for coordination of services with the legal services provider.
- Q. Accept referrals generated by the AAA from the Legal Risk Detector software.

**IV. AOWN Duties**

- A. Reimburse the Contractor for services provided under this contract.
- B. Provide the Contractor with forms for reporting units of service and expenditures of services provided under this contract.

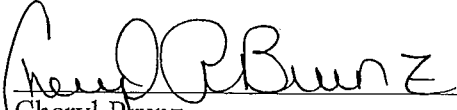
- C. Ensure that the attorneys, paralegals, and other non-lawyers involved in providing Title IIIB legal assistance under this contract can demonstrate their expertise in the priority issue areas necessary to provide effective administrative and judicial representation to older persons in social or economic need.
- D. Work with the Contractor to assure that all paralegals/legal assistants who provide client services are supervised directly by an attorney, and that all paralegals/legal assistants adhere to the Code of Ethics and Professional Responsibility of the National Association of Legal Assistants, Inc.
- E. Work with the Contractor to develop local program plans annually for reaching the target populations and addressing the priority issue areas.
- F. Provide to the Contractor copies of written monitoring reports, monitoring checklists and onsite assessment reports pursuant to services under this contract.
- G. AOWN shall not require the Contractor to reveal any information that is protected by attorney client privilege.
- H. AOWN shall indemnify and hold harmless Contractor for claims arising by reason of any act or omission of AOWN under this contract.
- I. Utilize the Legal Risk Detector software to identify older Nebraskans potentially needing legal services.

**V. TERMINATION OR SUSPENSION**

- A. This contract is contingent upon the availability of funds. In the event funds for this service are not available to AOWN, AOWN may terminate the contract by written notice of 60 working days and no further services or payment for services shall be rendered.
- B. If either the Contractor or AOWN abandons, non-performs, or before completing, discontinues services; or if the commencement or timely completion of the service by either party is rendered improbably, infeasible or illegal, the other party may, by written notice of 30 days, terminate or suspend any or all of this obligation under this contract until such time as the events or conditions resulting in such suspension has ceased or been corrected.
- C. Either party may terminate this contract by providing 60 days written notice of the termination to the other party.


IN WITNESS THEREOF, AOWN and Contractor, by and through their authorized officers, have duly executed this contract.

**FOR Aging Office of Western Nebraska**

  
\_\_\_\_\_  
Cheryl Brunz

March 4, 2022  
DATE

**FOR Legal Aid of Nebraska**

  
\_\_\_\_\_  
Milo Mumgaard

March 7, 2022  
DATE

1. This review was made at the Advisory Committee meeting on March 7, 2022
2. The Advisory Committee for the Aging Office of Western Nebraska has reviewed the Area Budget and Area Plan Update for this Area Agency on Aging and has the following attached comments.

Attach other comments on separate pages(s) as needed.

The Advisory Council of the Aging Office of Western Nebraska met on March 7, 2022, reviewed, discussed and unanimously approved the submission of this FY 23 Annual Plan of Operation. Throughout FY 22, the Advisory Council has been providing input regarding the services provided by the AOWN. The Advisory Council feels that this plan maintains the same level of service delivery for the elderly of the Panhandle of Nebraska as funding will allow. The Advisory Council would further like to commend the staff of the AOWN for their continued commitment in serving the elderly citizens of the Panhandle of Nebraska.

3. Specify groups and/or agencies which have been involved in the update of this plan.  
Attach additional page(s) as needed.

11 County Governments, City Governments, Senior Center Organizations, Connect America Lifeline, Sidney Regional Medical Center, Banner County School, Lewellen Tiger Den, Hemingford Treasured Grounds, Panhandle Partnership, Panhandle Co-op and Inter-agencies.

Aging Office of Western Nebraska Advisory Committee recommends that the DHHS State Unit on Aging approve the FY 2023 Area Budget and Plan update.

YES       NO

Signed:

Lucille Cooper  
[name, title Advisory Chair]

Date:

March 7, 2022

This form should be completed if the AAA is:

- 1) Using a non-traditional/irregular funding source (e.g. using III-C1 to pay for Home Delivered Meals).
- 2) Providing a new COVID-19 service (e.g. Well Check calls).
- 3) Or both 1 & 2.

Complete all bolded fields for a New Service.

Complete all bolded & underlined fields for a New Funding Source.

**Date:** 3/16/2020

**Area Agency:** *Aging Office of Western Nebraska*

**New Service:**  **New Funding Source:**

**Service Name:** COVID19 TGM (NSIP & Not NSIP)

**Service Units:** Meal

**Registered Service:** Yes

**Client May Self Direct Service:** No

**Client May Use Voucher:** Yes

**Eligibility:** Other

\*If other please explain: Any current or new client that is OAA eligible. The client is unable to receive a Congregate Meal at a Senior Center due to COVID-19.

**PeerPlace Program Assignment:**

<input type="checkbox"/> ADRC	<input checked="" type="checkbox"/> Congregate Meals	<input type="checkbox"/> Information & Assistance	<input type="checkbox"/> Personal Care
<input type="checkbox"/> Adult Day Care	<input type="checkbox"/> Contact and Support	<input type="checkbox"/> Internal Administration	<input type="checkbox"/> PERS
<input type="checkbox"/> Assisted Transportation	<input type="checkbox"/> Counseling	<input type="checkbox"/> Legal Assistance	<input type="checkbox"/> Self-Directed Care
<input type="checkbox"/> Caregiver Services	<input type="checkbox"/> Health Promotion	<input type="checkbox"/> Nutrition Counseling	<input type="checkbox"/> Transportation
<input type="checkbox"/> Case Management	<input type="checkbox"/> Home Delivered Meals	<input type="checkbox"/> Nutrition Education	<input type="checkbox"/> Volunteer Management
<input type="checkbox"/> Chore	<input type="checkbox"/> Homemaker	<input type="checkbox"/> Other Services	<input checked="" type="checkbox"/> Service Hub
			<input type="checkbox"/> All Modules/Best Practices

**Possible Funding Sources (Select all that apply):**

<input type="checkbox"/> III-A(NSIP)	<input type="checkbox"/> III-B	<input type="checkbox"/> III-C1	<input checked="" type="checkbox"/> III-C2	<input type="checkbox"/> III-D	<input type="checkbox"/> III-E	<input checked="" type="checkbox"/> CASA
	<input type="checkbox"/> CARES-B	<input type="checkbox"/> FFCRA-CMC2	<input type="checkbox"/> FFCRA-HDC2		<input type="checkbox"/> CARES-E	<input type="checkbox"/> CARES-ADRC
		<input type="checkbox"/> CARES-C1	<input type="checkbox"/> CARES-C2			

**Service Definition:**

Also Known As: Curbside, Pickup, Grab & Go, Drive Thru, or To Go Meals. A meal that is distributed instead of a Congregate Meal during the COVID-19 pandemic. During the Major Disaster Declaration, meals do not need to meet DRI (Dietary Reference Intake). Meals should be as nutritious as possible. Meals must meet daily calorie minimums (534 calories). If III-A (NSIP) Funds are used, NSIP guidelines must be followed. Clients are not required to pay retail price.

<b>SUA Actions</b>	
<input type="checkbox"/> Review New COVID-19 Service Form	<input type="checkbox"/> Track New COVID-19 Service as a new column within budget worksheet
<input type="checkbox"/> Request New COVID-19 in PeerPlace	<input type="checkbox"/> Confirm New COVID-19 Service to AAA