



INFORMATION MEMORANDUM

SUA-20-IM-13

12/2/2019

TO: Subrecipients of the State Unit on Aging

FROM: Cynthia Brammeier, Administrator, State Unit on Aging

BY: Ben Stromberg, Program Coordinator, State Unit on Aging

SUBJECT: Care Management Fee Statement Terms

CONTENT: This Information Memorandum is designed to provide subrecipients of the State Unit on Aging with guidance on customizing Care Management Fee Statement documents created in Peer Place to inform clients that only payments received during the statement month are reflected in the Fee Statement document.

Peer Place can be used to create the Care Management Fee Statement. It is set up to only reflect the payments received during the statement month. This is indicated in the Payments Received during *this* month row. Therefore, if a client made a payment after the end of the statement month, it will not be reflected in that month.

This has the potential to raise questions from clients receiving the statement. It is recommended that Area Agencies on Aging insert a statement in the Terms section reflecting this. The following verbiage is recommended but not required: "Payments Received reflects payments processed by the end of the statement month. Total Amount Due reflects all payments processed before (insert date)".

If you have questions, please contact Ben at 402-471-4555, Doug at 402-471-4797 or at DHHS.aging@nebraska.gov