



# **CDA Service Categories and Data Dictionary**

**Older Americans Act Title III and Title VII (Chapter 3)**

**Effective July 2025**

(Supersedes Revision July 2024)

# Table of Contents

Introduction .....	3
Service Categories and Definitions .....	5
Title III-B – Supportive Services .....	5
Title III-C – Nutrition Services .....	13
Title III-D – Health Promotion Evidence-Based .....	16
Title III-E – Family Caregiver Support Program (FCSP) .....	17
Support Services .....	17
Respite Care .....	19
Supplemental Services .....	21
Access Assistance .....	25
Information Services .....	27
Title VII – Chapter 3 – Elder Abuse Prevention (EAP) .....	28
Quick Lookup Table .....	30
Resources .....	34
Older Adult Programs Contacts .....	34
Glossary of Terms and Acronyms .....	35
Summary of Changes (Revised July 2025) .....	40

# Introduction

## **What are the Service Categories and Data Dictionary documents (Data Dictionary)?**

The Data Dictionary is a compilation of all Older Americans Act Title III and VII Service Categories and Units of Service Definitions which are fiscally allowed by California [i.e. may be paid for under Older Americans Act (OAA) and Older Californians Act (OCA) rules].

## **What CDA programs are excluded from the Titles III and VII Data Dictionary?**

- Senior Community Service Employment (Title V)
- Long-Term Care Ombudsman Program (LTCOP)
- Health Insurance Counseling and Advocacy Program (HICAP)
- Multipurpose Senior Services Program (MSSP)
- Other Community-Based Services Programs (CBSP) – Alzheimer’s Day Care Resource Center (ADCRC), Brown Bag, Linkages, Respite Purchase of Service, Senior Companion, etc.
- Aging and Disability Resource Connection (ADRC)
- Direct Care Workforce Program (CAL GROWs)
- CalFresh Healthy Living (CFHL) and CalFresh Expansion (CFE)
- Community-Based Adult Services (CBAS)
- Caregiver Resource Centers (CRC)
- Dignity at Home Fall Prevention Program (DAHFP)
- Office of the Long-Term Care Patient Representative (OLTCPR)

## **What is the purpose of the Data Dictionary?**

- Consolidate and un-duplicate all OAA/OCA Service Categories and Units of Service definitions, where possible;
- Capture the “Other” Title III categories that don’t fit elsewhere; and
- Report on all federal OAAPS services provided through federal OAA Area Plan funds.

## **Who uses the Data Dictionary?**

- AAA staff (e.g. planners, fiscal officers, data analysts) use the Data Dictionary for planning and reporting purposes.
- CDA staff (e.g. program analysts, fiscal analysts, data analysts) reference the Data Dictionary to ensure AAA activities follow the definitions outlined in the Data Dictionary.

### **How to reference the Data Dictionary:**

- It is structured by OAA Title and then follows an alphabetical order by service name.
- Title III E Family Caregiver Services for both “Caregivers of Older Adults” and “Older Relative Caregivers” are listed in one combined section. However, any services planned, funded, and provided for “Older Relative Caregivers” must be done separately from “Caregivers of Older Adults.”
- Fiscally allowable activities for which no performance data is required are incorporated into the document.
- Each category can be referenced by its:
  - Dictionary Number
  - Service Category
  - Unit Measure
  - Service Definition
  - Reporting Requirements
  - Priority Service
- The Dictionary Number is for document references purposes and is specific to each version of the Data Dictionary and may change.
- A Quick Lookup Table with all of this information summarized is included.
- A Contact List and a Glossary of Terms and Acronyms are also included for reference.
- When applicable, a Summary of Changes table can be found at the end.

# Service Categories and Definitions

## Title III-B – Supportive Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
1	<b>Adult Day Care/ Adult Day Health</b>	Hour	Services or activities provided to adults who require care and supervision in a protective setting for a portion of a 24-hour day. Includes out of home supervision, health care, recreation, and/or independent living skills training offered in centers most commonly known as Adult Day, Adult Day Health, Senior Centers, and Disability Day Programs.	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.	In-Home
2	<b>Alzheimer's Day Care Services</b>	Day of Attendance	Day of attendance (four hours minimum) at a licensed Adult Day Care or Adult Day Health Care Center that provides Alzheimer's or dementia services.	Non-registered. Estimated unduplicated client counts and service units.	In-Home
3	<b>Assisted Transportation</b>	One Way Trip	Services or activities that provide or arrange for the travel, including travel costs, of individuals from one location to another. This service includes escort or other appropriate assistance for a person who has difficulties (physical or cognitive) using regular vehicular transportation. This service does not include any other activity.	Registered. Unduplicated client counts by characteristic and service units. No ADLs/IADLs required for reporting.	Access
4	<b>CARS/Data Reporting Systems</b>	N/A	The purchase, development, and maintenance of software designed to meet the requirements of the California Aging Reporting System (CARS). Maintenance includes system patches and upgrades. Activities include training staff on data collection and systems.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
5	Case Management	Hour	Assistance either in the form of access coordination in circumstances where the older person is experiencing diminished functioning capacities, personal conditions or other characteristics which require the provision of services by formal service providers or family caregivers. Activities of case management include such practices as assessing needs, developing care plans, authorizing, and coordinating services among providers, and providing follow-up and reassessment, as required.	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.	In-Home
6	Cash/Material Aid	Assistance	Arrange for and provide assistance to participants in the form of commodities, surplus food distribution, vouchers, or direct payment to vendors that will help meet identified needs associated with the participant.	Non-registered. Estimated unduplicated client counts and service units.	
7	Chore	Hour	Performance of heavy household tasks provided in a person's home and other community settings. Tasks may include yard work or sidewalk maintenance in addition to heavy housework.	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.	In-Home
8	Community Education	Activity	Educating groups of older persons, their families, friends, and community organizations/facility staff on rights, benefits, entitlements, and health and wellness information for older persons either residing at home or in an institutional setting.	Non-registered. Estimated unduplicated client counts and service units.	

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
9	<b>Comprehensive Assessment</b>	Hour	Evaluating a person's physical, psychological, and social needs, financial resources, and the strengths and weaknesses of their informal support system and the immediate environment as a basis for determining current functional ability and potential improvement in order to develop the appropriate services needed to maximize functional independence.	Non-registered. Estimated unduplicated client counts and service units.	Access
10	<b>Coordination</b>	N/A	Activities that involve the active participation of the AAA staff to include liaison with non-OAA funded agencies and organizations for the purpose of avoiding duplication, improving services, resolving problems related to service delivery, and addressing the service needs of the eligible service population.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	
11	<b>Disaster Preparedness Materials</b>	Product	Assemble and distribute disaster preparedness materials such as File of Life or preparedness kits that will assist seniors in the event of an emergency.	Non-registered. Estimated unduplicated client counts and service units.	
12	<b>Emergency Preparedness</b>	N/A	Develop long-term emergency plans.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	
13	<b>Employment</b>	Activity	Activities designed to maintain or obtain part-time/full-time employment for older persons or to assist them in selecting and entering into a second career. This can be accomplished through activities including but not limited to career counseling, recruitment, assessment, training, job club, and job development.	Non-registered. Estimated unduplicated client counts and service units.	

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
14	Health	Hour	Activities such as, non-evidence-based medication management, health screening, physical fitness, therapy, and hospice to assist older individuals to improve or maintain physical health and secure necessary medical, preventive health, or health maintenance services. Health screening, therapy, and hospice must be provided by a licensed health professional or by a paraprofessional supervised by a licensed health professional. Does not include services covered by Medicare, Medi-Cal, or other health insurance. Medication management means activities that facilitate safe and effective use of prescription and over-the-counter drugs. These activities may include medication screening and education to an individual and/or the caregiver to prevent incorrect medication administration and adverse drug reaction. Primary activities are normally on a one-to-one basis; if done as a group activity, each participant shall be counted as one contact unit.	Non-registered. Estimated unduplicated client counts and service units.	Access
15	Homemaker	Hour	Performance of light housekeeping tasks provided in a person's home and other community settings. Task may include preparing meals, shopping for personal items, managing money, or using the telephone in addition to light housework.	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.	In-Home
16	Housing	Hour	Assistance in locating adequate housing through referral or placement.	Non-registered. Estimated unduplicated client counts and service units.	



Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
17	<b>Information and Assistance</b>	Contact	A service that: (A) provides individuals with information on services available within the communities; (B) links individuals to the services and opportunities that are available within the communities; (C) to the maximum extent practicable, establishes adequate follow-up procedures. Internet web site "hits" are to be counted only if information is requested and supplied, and (C) is satisfied. Maximum extent practicable includes offering a follow-up call to all individuals who were linked to a service. Individuals can remain anonymous and refuse a follow-up call.	Non-registered. Estimated unduplicated client counts or audience size and service units.	Access
18	<b>Interpretation/ Translation</b>	Contact	Provide interpretation/translation services for older individuals and their caregivers.	Non-registered. Estimated unduplicated client counts and service units.	
19	<b>Legal Assistance</b>	Hour	Legal advice, counseling and/or representation by an attorney or other person acting under the supervision of an attorney.	Restricted. Unduplicated client counts, demographics, and service units by case type. No ADLs/IADLs required for reporting.	Legal
20	<b>Mental Health</b>	Hour	Provide services such as screening, assessment, therapy, counseling, follow-up, and referral to maintain or improve the mental health of older individuals. Mental Health services must be provided by a licensed health professional or by a paraprofessional supervised by a licensed health professional.	Non-registered. Estimated unduplicated client counts and service units.	Access

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>	<b>Priority Service</b>
21	<b>Mobility Management Activities</b>	Hour	Activities related to increasing transportation and mobility options for older adults by providing assistance, information, travel training, trip planning, coordination of service public or private transit operators, scheduling, access to transit information, creation of new models of service such as volunteer driver programs and shuttles.	Non-registered. Estimated unduplicated client counts and service units.	
22	<b>Outreach</b>	Contact	Interventions (one-on-one contacts) with individuals initiated by an agency or provider for the purpose of identifying potential clients (or their age 60+ caregivers) and encouraging their use of existing services and benefits.	Non-registered. Estimated unduplicated client counts and service units.	Access
23	<b>Peer Counseling</b>	Hour	Use the skills and/or life experiences of trained volunteers, under qualified supervision, to provide advice, guidance, and support in a self-help approach in order to enhance well-being and enable clients to make informed choices.	Non-registered. Estimated unduplicated client counts and service units.	
24	<b>Personal Affairs Assistance</b>	Contact	Provide assistance in writing letters and with the completion of financial forms, including tax forms, and other written or electronic documents.	Non-registered. Estimated unduplicated client counts and service units.	
25	<b>Personal Care</b>	Hour	Assistance (personal assistance, stand - by assistance, supervision or cues) with Activities of Daily Living (ADLs) and/or health - related tasks provided in a person's home and other community settings. Personal care may include assistance with Instrumental Activities of Daily Living (IADLs).	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.	In-Home

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
26	Personal/Home Devices	Device	Services for the security and safety of their home environment, by providing safety features such as: medical alert, alarms, smart devices, assistive devices (including provision of assistive technology services and assistive technology devices).	Non-registered. Estimated unduplicated client counts and service units.	
27	Program Development	N/A	Activities that either establish a new service or expand or integrate existing services.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	
28	Public Information	Activity	Contact with multiple current or potential clients or caregivers through publications, publicity campaigns, and other mass media campaigns including Internet websites.	Non-registered. Estimated unduplicated client counts and service units.	Access
29	Registry	Hour	Recruit workers, maintain a current list of qualified workers, refer workers to clients or clients to workers, and follow-up to assure that service was received.	Non-registered. Estimated unduplicated client counts and service units.	
30	Residential Repairs/Modifications	Modification	Residential modifications of homes that are necessary to facilitate the ability of older individuals to remain at home. Includes minor repairs/renovations and purchases of equipment to meet safety, health issues, and code standards.	Non-registered. Estimated unduplicated client counts and service units.	In-Home
31	Respite Care	Hour	Arrange for relief of the relatives or other caregivers of the elderly living at home by the coordination or direct provision of supportive services to the older person(s) while the primary caregiver is temporarily absent (includes Adult Day Care as a respite service for families).	Non-registered. Estimated unduplicated client counts and service units.	In-Home

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
32	Senior Center Activities	Hour	Services designed to enable older individuals to attain and/or maintain physical and mental well-being such as recreation, music, creative arts, physical activity, education, leadership development and other supportive services not covered under other service categories. Development and provision of new volunteer opportunities and services, and creation of additional services and programs to remedy gaps and deficiencies in existing services. Entertainment costs such as tickets to shows or sporting events, meals, lodging, rentals, transportation and gratuities, are not allowable.	Non-registered. Estimated unduplicated client counts and service units.	
33	Senior Center Staffing	N/A	Assist with the operation of the multipurpose senior center by meeting all or part of the costs of compensating professional and technical personnel required for the operation of the center.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	
34	Telephone Reassurance	Contact	Telephone a client to provide contact and safety checks to reassure and support older individuals.	Non-registered. Estimated unduplicated client counts and service units.	In-Home
35	Transportation	One Way Trip	Transportation from one location to another. Does not include any other activity. May include travel vouchers and transit passes.	Non-registered. Estimated unduplicated client counts and service units.	Access
36	Visiting	Hour	Visit a client to provide contact and safety checks to reassure and support older individuals.	Non-registered. Estimated unduplicated client counts and service units.	In-Home

## Title III-C – Nutrition Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
37	<b>Congregate Meals (C-1)</b>	Meal	A meal provided to an eligible individual and consumed while congregating in-person or virtually, that meets all the requirements of the Older Americans Act and State/Local laws, is provided by a qualified nutrition provider, contains a minimum one-third of the Dietary Reference Intakes, and complies with the Dietary Guidelines for Americans.	Registered. Unduplicated client counts by characteristic and service units.
38	<b>Congregate Meals (C-1) Non-registered</b>	Meal	A meal provided to an eligible volunteer or the spouse of an eligible client and consumed while congregating in-person or virtually, that meets all the requirements of the Older Americans Act and State/Local laws is provided by a qualified nutrition provider, contains a minimum one-third of the Dietary Reference Intakes, and complies with the Dietary Guidelines for Americans.	Non-registered. Estimated unduplicated client counts and service units.
39	<b>Home-Delivered Meals (C-2)</b>	Meal	A meal provided to an eligible individual via home delivery or pick-up and consumed at their place of residence or otherwise outside of in-person or virtual congregating, that meets all of the requirements of the Older Americans Act and State/Local laws, is provided by a qualified nutrition provider, contains a minimum one-third of the Dietary Reference Intakes, and complies with the Dietary Guidelines for Americans.	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
40	Home-Delivered Meals (C-2) Non-registered	Meal	A meal provided to an eligible volunteer or the spouse of an eligible client via home delivery or pick-up and consumed at their place of residence or otherwise outside of in-person or virtual congregating, that meets all the requirements of the Older Americans Act and State/Local laws is provided by a qualified nutrition provider, contains a minimum one-third of the Dietary Reference Intakes, and complies with the Dietary Guidelines for Americans.	Non-registered. Estimated unduplicated client counts and service units.
41	Nutrition Counseling (C-1/C-2)	Hour	Individualized guidance to individuals who are at nutritional risk because of their health or nutrition history, dietary intake, chronic illnesses, or medications use, or to caregivers. Counseling is provided one-on-one by a registered dietitian and addresses the options and methods for improving nutrition status. Nutrition counseling may be made either in person or by any other means deemed appropriate (e.g., telephone, emails, etc.)	Registered. Unduplicated client counts by characteristic and service units.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
42	Nutrition Education (C-1/C-2)	Session	<p>An intervention targeting OAA participants and caregivers that uses information dissemination, instruction, or training with the intent to support food, nutrition, and physical activity choices and behaviors (related to nutritional status) in order to maintain or improve health and address nutrition-related conditions. Content is consistent with the DGA; accurate, culturally sensitive, regionally appropriate, and considers personal preferences; and overseen by a registered dietitian or individual of comparable expertise as defined in the OAA.</p> <p>A session for C-1 is one presentation covering the same topic(s), even if offered multiple times in multiple locations. A session for C-2 is one set of handouts covering the same topic(s).</p>	Non-registered. Estimated unduplicated client counts or audience size and service units.

**Title III-D – Health Promotion Evidence-Based**

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
43	Health Promotion Evidence-Based	Session	<p>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. Activities must meet ACL/AoA's definition for an evidence-based program. Activities that meet ACL/AoA's definition for an evidence-based program or are considered an "evidence-based" program by an operation division of the U.S. Department of Health and Human Services and shown to be effective an appropriate for older adults are funding through Title III-D.</p> <p>Example: A program with two meetings per week for six weeks = 12 sessions.</p>	Non-registered. Estimated unduplicated client counts and service units.



**Title III-E – Family Caregiver Support Program (FCSP)**  
**Caregivers of Older Adults (COA) and Older Relative Caregivers (ORC)**

NOTE: Any services for Older Relative Caregivers will continue to be planned, budgeted, and reported upon separately from services for Caregivers of Older Adults.

Support Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
44	Caregiver Counseling	Hour	<p>An FCSP Support Service provided to a caregiver by a person appropriately trained and experienced in the skills required to deliver the level of support needed for stress, depression, and loss resulting from caregiving responsibilities. This service may:</p> <ul style="list-style-type: none"><li>(A) Involve his or her informal support system;</li><li>(B) Be individual direct sessions and/or telephone consultations; and</li><li>(C) Address caregiving-related financial and long-term placement responsibilities.</li></ul> <p>[Previously NAPIS Caregiver Counseling]</p> <p>An FCSP service provided by experienced volunteers on the condition that appropriate training and qualified supervision protocols are in place.</p> <p>[Previously NAPIS Caregiver Peer Counseling]</p>	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
45	<b>Caregiver Support Groups</b>	Session	An FCSP Support Service provided to a group of caregivers that is led by a trained individual; conducted at least monthly within a supportive setting or via a controlled access, moderated online or teleconference approach; for the purpose of sharing experiences, concerns, and ideas to ease the stress of caregiving, and to improve decision-making and problem-solving skills related to their caregiving responsibilities. [Previously NAPIS Caregiver Support Group]	Non-registered. Estimated unduplicated client counts and service units.
46	<b>Caregiver Training</b>	Hour	An FCSP Support 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 the use of evidence-based programs; be conducted in-person or on-line and be provided in individual or group settings. [Previously NAPIS Caregiver Training]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

**Title III-E – Family Caregiver Support Program (FCSP)**  
**Caregivers of Older Adults (COA) and Older Relative Caregivers (ORC)**

NOTE: Any services for Older Relative Caregivers will continue to be planned, budgeted, and reported upon separately from services for Caregivers of Older Adults.

Respite Care

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
47	Caregiver Respite In-Home	Hour	<p>An FCSP Respite Care service that includes the provision of care receiver assistance with eating, bathing, toileting, transferring, and or dressing (along with care receiver supervision and related homemaker assistance) by an appropriately skilled provider. [Previously NAPIS Caregiver Respite In-Home Personal Care]</p> <p>An FCSP Respite Care service that includes the provision of care receiver day and/or overnight supervision and friendly visiting by an appropriately skilled provider or volunteer to prevent wandering and health or safety incidents. [Previously NAPIS Caregiver Respite In-Home Supervision]</p>	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
48	<b>Caregiver Respite Other</b>	Hour	<p>An FCSP Respite Care service that includes an appropriately skilled provider or volunteer assisting a caregiver with heavy housework, yard work, and or sidewalk and other routine home maintenance (but not structural repairs) associated with caregiving responsibilities. [Previously NAPIS Caregiver Respite Home Chore]</p> <p>An FCSP Respite Care service that includes the provision of care receiver assistance with meal preparation, medication management, using the phone, and or light housework (along with care receiver supervision) by an appropriately skilled provider or volunteer. [Previously NAPIS Caregiver Respite Homemaker Assistance]</p>	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).
49	<b>Caregiver Respite Out-of-Home Day Care</b>	Hour	An FCSP Respite Care service provided in settings other than the caregiver/care receiver's home, including adult day care, senior center, or other non-residential setting (in the case of older relatives raising children, day camps), where an overnight stay does not occur. [Previously NAPIS Respite Out-of-Home Day Care]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).
50	<b>Caregiver Respite Out-of-Home Overnight Care</b>	Hour	An FCSP Respite Care service provided in residential settings such as nursing homes, assisted living facilities, and adult foster homes (or, in the case of older relatives raising children, summer camps), in which the care receiver resides in the facility (on a temporary basis) for one or more nights. [Previously NAPIS Respite Out-of-Home Overnight Care]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

**Title III-E – Family Caregiver Support Program (FCSP)**  
**Caregivers of Older Adults (COA) and Older Relative Caregivers (ORC)**

NOTE: Any services for Older Relative Caregivers will continue to be planned, budgeted, and reported upon separately from services for Caregivers of Older Adults.

Supplemental Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
51	Caregiver Supplemental Services Assistive Technology	Occurrence	An FCSP service domain of supplemental services that involves the purchase, rental and/or service fee of any equipment or product system (ranging from a lift chair or bathtub transfer bench to an electronic pill dispenser or emergency alert fall prevention device) to facilitate and fulfill caregiving responsibilities. [Previously NAPIS Assistive Devices for Caregiving]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
52	Caregiver Supplemental Services Caregiver Assessment	Hour	An FCSP service domain of supplemental services (other) conducted by persons trained and experienced in the skills required to deliver the service that should result in a plan that includes emergency back-up provisions and is periodically updated; and will explore options and courses of action for caregivers by identifying: (A) Their willingness to provide care; (B) Duration and care frequency preferences; (C) Caregiving abilities; (D) Physical health, psychological, social support, and training needs; (E) Financial resources relative for caregiving; and (F) Strengths and weaknesses within the immediate caregiving environment and (caregiver's) extended informal support system. Such assessments shall be administered in person or via home visits, the internet, telephone, or teleconference. [Previously NAPIS Caregiver Assessment]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
53	<b>Caregiver Supplemental Services Caregiver Registry</b>	Occurrence	An FCSP service domain of supplemental services (other) that recruits, screens, and maintains a listing of dependable, qualified self-employed homemaker or respite care workers who may be matched with caregivers willing to use personal resources to pay for assistance with their caregiving responsibilities. Both the caregiver and the self-employed worker will be: (A) Advised about appropriate compensation and workplace performance expectations; and (B) Provided with follow-up to ensure the match is functioning effectively. [Previously NAPIS Caregiving Services Registry]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).
54	<b>Caregiver Supplemental Services Consumable Supplies</b>	Occurrence	An FCSP service domain of supplemental services that arranges for and provides assistance to caregivers in the form of commodities, surplus food, transit passes, meals, and vouchers, or direct payment to vendors that will help meet identified needs associated with an individual caregiver's responsibilities. [Previously NAPIS Caregiving Material Aid]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).
55	<b>Caregiver Supplemental Services Home Modifications</b>	Occurrence	An FCSP service domain of supplemental services that makes any minor or major physical change to the home (ranging from installation of grab bars or replacement of door handles to construction of an entrance ramp or roll-in shower) to fulfill caregiving responsibilities. [Previously NAPIS Home Adaptations for Caregiving]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
56	Caregiver Supplemental Services Legal Consultation	Hour	An FCSP service domain of supplemental services involving one-to-one guidance provided by an attorney (or person under the supervision of an attorney) in the use of legal resources and services when assisting a caregiver with caregiving-related legal issues. [Previously NAPIS Caregiver Legal Resources]	Restricted. Unduplicated client counts, demographics, and service units.



**Title III-E – Family Caregiver Support Program (FCSP)**  
**Caregivers of Older Adults (COA) and Older Relative Caregivers (ORC)**

NOTE: Any services for Older Relative Caregivers will continue to be planned, budgeted, and reported upon separately from services for Caregivers of Older Adults.

Access Assistance

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
57	Caregiver Case Management	Hour	An FCSP Access Assistance service provided to a caregiver, at the direction of the caregiver by an individual who is trained and experienced in the case management skills that are required to deliver services and coordination; and to assess the needs, and to arrange, coordinate, and monitor an optimum package of services to meet the needs of the caregiver. [Previously NAPIS Caregiver Case Management]	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers (not Older Relative Caregivers).

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
58	Caregiver Information and Assistance	Contact	<p>An FCSP Access Assistance service that provides the individuals with current information on opportunities and services available to the individuals within their communities; assesses the problems and capacities of the individual; links the individual to services; and ensures that the individual receives services they need. [Previously NAPIS Caregiving Information and Assistance]</p> <p>An FCSP Access Assistance service involving interventions (one-on-one contacts with individuals) initiated by an agency or provider for the purpose of identifying caregivers and encouraging their use of existing caregiver support services (e.g., AAA staff contacts with potential caregivers outside of local market). [Previously NAPIS Caregiver Outreach]</p> <p>An FCSP Access Assistance service for the provision of bilingual communication assistance to a caregiver in order to access assistance and receive support for his or her caregiving responsibilities (e.g., staff interpreting dialogue between caregiver and care consultant staff translating an elder's prescription drug label for his caregiver). [Previously NAPIS Caregiver Interpretation/Translation]</p>	Non-registered. Estimated unduplicated client counts or audience size and service units.

**Title III-E – Family Caregiver Support Program (FCSP)**  
**Caregivers of Older Adults (COA) and Older Relative Caregivers (ORC)**

NOTE: Any services for Older Relative Caregivers will continue to be planned, budgeted, and reported upon separately from services for Caregivers of Older Adults.

Information Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
59	Caregiver Information Services	Activity	<p>An FCSP Information Services public and media activity that conveys information to caregivers about available services, including in-person interactive presentations, booth/exhibits, or radio, TV, or website events. This service is not tailed to the needs of the individual. [Previously NAPIS Public Information on Caregiving]</p> <p>An FCSP Information Services service designed to educate groups of current or potential caregivers and those who may provide them with assistance about available FCSP and other caregiver support resources and services (e.g., booth at a health fair). [Previously NAPIS Community Education on Caregiving]</p>	Non-registered. Estimated unduplicated client counts or audience size and service units.

### Title VII – Chapter 3 – Elder Abuse Prevention (EAP)

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
60	<b>Elder Abuse Prevention Public Education</b>	Session	Planned presentations or participation in coordinated community-based fairs or events to inform and educate the public on the identification, prevention, and treatment of elder abuse, neglect, and exploitation. This can include outreach to promote financial literacy and prevent identity theft and financial exploitation of older individuals. One presentation or participation in one event, including extended events (lasting one or more days) is counted as one session.	Non-registered. Estimated unduplicated client counts or audience size and service units.
61	<b>Elder Abuse Prevention Educational Materials</b>	Product	Printed or other educational media distributed for the identification, prevention, and treatment of, intervention in, investigation of, and response to elder abuse, neglect, and exploitation (including financial exploitation).	Non-registered. Estimated unduplicated client counts or audience size and service units.
62	<b>Elder Abuse Prevention Training for Professionals</b>	Session	Planned training for professionals (such as service providers, nurses, social workers, and others serving elders and victims of elder abuse) on the identification, prevention, and treatment of elder abuse, neglect, and exploitation. Training topics may include elder self-determination, individual rights, and State and federal requirements concerning confidentiality. One presentation is counted as one session.	Non-registered. Estimated unduplicated client counts or audience size and service units.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
63	<b>Elder Abuse Prevention Training for Caregivers</b>	Session	Training provided to unpaid adult caregivers (including caregivers receiving services from Title III-E) who are informal providers of in-home or community-based care to an older individual or an individual with Alzheimer’s disease or a related disorder with neurological and organic brain dysfunction. Training should improve caregiver understanding of the identification, prevention, and treatment of elder abuse, neglect, and exploitation, with an emphasis on prevention and the enhancement of the elder individual’s self-determination and autonomy. One presentation is counted as one session.	Non-registered. Estimated unduplicated client counts or audience size and service units.
64	<b>Elder Abuse Prevention Development</b>	Hour	Systemic coordination activities include staff time spent working with law enforcement agencies, adult protective services agencies, long-term care ombudsman programs, district attorneys, courts, the AAA, and others to create a coordinated response to elder abuse, neglect, and exploitation.	Non-registered. Service units only.

# Quick Lookup Table

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">1</a>	III-B	Supportive Services	Adult Day Care/Adult Day Health	Hour	Registered	Cluster 1	X	In-Home	5
<a href="#">2</a>	III-B	Supportive Services	Alzheimer's Day Care Services	Day of Attendance	Non-registered	Cluster 3		In-Home	5
<a href="#">3</a>	III-B	Supportive Services	Assisted Transportation	One Way Trip	Registered	Cluster 2		Access	5
<a href="#">4</a>	III-B	Supportive Services	CARS/Data Reporting Systems	N/A	Area Plan	N/A			5
<a href="#">5</a>	III-B	Supportive Services	Case Management	Hour	Registered	Cluster 1	X	Access	6
<a href="#">6</a>	III-B	Supportive Services	Cash/Material Aid	Assistance	Non-registered	Cluster 3			6
<a href="#">7</a>	III-B	Supportive Services	Chore	Hour	Registered	Cluster 1	X	In-Home	6
<a href="#">8</a>	III-B	Supportive Services	Community Education	Activity	Non-registered	Cluster 3			6
<a href="#">9</a>	III-B	Supportive Services	Comprehensive Assessment	Hour	Non-registered	Cluster 3		Access	7
<a href="#">10</a>	III-B	Supportive Services	Coordination	N/A	Area Plan	N/A			7
<a href="#">11</a>	III-B	Supportive Services	Disaster Preparedness Materials	Product	Non-registered	Cluster 3			7
<a href="#">12</a>	III-B	Supportive Services	Emergency Preparedness	N/A	Area Plan	N/A			7
<a href="#">13</a>	III-B	Supportive Services	Employment	Activity	Non-registered	Cluster 3			7
<a href="#">14</a>	III-B	Supportive Services	Health	Hour	Non-registered	Cluster 3		Access	8
<a href="#">15</a>	III-B	Supportive Services	Homemaker	Hour	Registered	Cluster 1	X	In-Home	8
<a href="#">16</a>	III-B	Supportive Services	Housing	Hour	Non-registered	Cluster 3			8
<a href="#">17</a>	III-B	Supportive Services	Information and Assistance	Contact	Non-registered	Cluster 3		Access	9
<a href="#">18</a>	III-B	Supportive Services	Interpretation / Translation	Contact	Non-registered	Cluster 3			9

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">19</a>	III-B	Supportive Services	Legal Assistance	Hour	Restricted	Restricted Cluster 2		Legal	9
<a href="#">20</a>	III-B	Supportive Services	Mental Health	Hour	Non-registered	Cluster 3		Access	9
<a href="#">21</a>	III-B	Supportive Services	Mobility Management Activities	Hour	Non-registered	Cluster 3			10
<a href="#">22</a>	III-B	Supportive Services	Outreach	Contact	Non-registered	Cluster 3		Access	10
<a href="#">23</a>	III-B	Supportive Services	Peer Counseling	Hour	Non-registered	Cluster 3			10
<a href="#">24</a>	III-B	Supportive Services	Personal Affairs Assistance	Contact	Non-registered	Cluster 3			10
<a href="#">25</a>	III-B	Supportive Services	Personal Care	Hour	Registered	Cluster 1	X	In-Home	10
<a href="#">26</a>	III-B	Supportive Services	Personal/Home Device	Device	Non-registered	Cluster 3			11
<a href="#">27</a>	III-B	Supportive Services	Program Development	N/A	Area Plan	N/A			11
<a href="#">28</a>	III-B	Supportive Services	Public Information	Activity	Non-registered	Cluster 3		Access	11
<a href="#">29</a>	III-B	Supportive Services	Registry	Hour	Non-registered	Cluster 3			11
<a href="#">30</a>	III-B	Supportive Services	Residential Repairs/Modifications	Modification	Non-registered	Cluster 3		In-Home	11
<a href="#">31</a>	III-B	Supportive Services	Respite Care	Hour	Non-registered	Cluster 3		In-Home	11
<a href="#">32</a>	III-B	Supportive Services	Senior Center Activities	Hour	Non-registered	Cluster 3			12
<a href="#">33</a>	III-B	Supportive Services	Senior Center Staffing	N/A	Area Plan	N/A			12
<a href="#">34</a>	III-B	Supportive Services	Telephone Reassurance	Contact	Non-registered	Cluster 3		In-Home	12
<a href="#">35</a>	III-B	Supportive Services	Transportation	One Way Trip	Non-registered	Cluster 3		Access	12
<a href="#">36</a>	III-B	Supportive Services	Visiting	Hour	Non-registered	Cluster 3		In-Home	12
<a href="#">37</a>	III-C	Nutrition Services	Congregate Meals (C-1)	Meal	Registered	Cluster 2			13
<a href="#">38</a>	III-C	Nutrition Services	Congregate Meals/Non-reg.	Meal	Non-registered	Cluster 3			13

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">39</a>	III-C	Nutrition Services	Home-Delivered Meals (C-2)	Meal	Registered	Cluster 1	X		13
<a href="#">40</a>	III-C	Nutrition Services	Home-Delivered Meals/Non-reg.	Meal	Non-registered	Cluster 3			14
<a href="#">41</a>	III-C	Nutrition Services	Nutrition Counseling (C-1/C-2)	Hour	Registered	Cluster 2			14
<a href="#">42</a>	III-C	Nutrition Services	Nutrition Education (C-1/C-2)	Session	Non-registered	Cluster 3			15
<a href="#">43</a>	III-D	Health Promotion	Health Promotion Evidence-Based	Session	Non-registered	Cluster 3			16
<a href="#">44</a>	III-E	Family Caregiver	Caregiver Counseling	Hour	Registered	Support Services	X		17
<a href="#">45</a>	III-E	Family Caregiver	Caregiver Support Groups	Session	Non-registered	Support Services			18
<a href="#">46</a>	III-E	Family Caregiver	Caregiver Training	Hour	Registered	Support Services	X		18
<a href="#">47</a>	III-E	Family Caregiver	Respite In-Home	Hour	Registered	Respite Care	X		19
<a href="#">48</a>	III-E	Family Caregiver	Respite Other	Hour	Registered	Respite Care	X		20
<a href="#">49</a>	III-E	Family Caregiver	Respite Out-of-Home Day Care	Hour	Registered	Respite Care	X		20
<a href="#">50</a>	III-E	Family Caregiver	Respite Out-of-Home Overnight	Hour	Registered	Respite Care	X		20
<a href="#">51</a>	III-E	Family Caregiver	Caregiver Assistive Technology	Occurrence	Registered	Supplemental Services	X		21
<a href="#">52</a>	III-E	Family Caregiver	Caregiver Assessment	Hour	Registered	Supplemental Services	X		22
<a href="#">53</a>	III-E	Family Caregiver	Caregiver Services Registry	Occurrence	Registered	Supplemental Services	X		23



Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">54</a>	III-E	Family Caregiver	Caregiver Consumable Supplies	Occurrence	Registered	Supplemental Services	X		23
<a href="#">55</a>	III-E	Family Caregiver	Caregiver Home Modifications	Occurrence	Registered	Supplemental Services	X		23
<a href="#">56</a>	III-E	Family Caregiver	Caregiver Legal Consultation	Hour	Restricted	Supplemental Services			24
<a href="#">57</a>	III-E	Family Caregiver	Caregiver Case Management	Hour	Registered	Access Assistance	X		25
<a href="#">58</a>	III-E	Family Caregiver	Caregiver Information & Assistance	Contact	Non-registered	Access Assistance			26
<a href="#">59</a>	III-E	Family Caregiver	Caregiver Information Services	Activity	Non-registered	Information Services			27
<a href="#">60</a>	VII	Elder Abuse Prevention	Public Education	Session	Non-registered	Cluster 3			28
<a href="#">61</a>	VII	Elder Abuse Prevention	Educational Materials	Product	Non-registered	Cluster 3			28
<a href="#">62</a>	VII	Elder Abuse Prevention	Training for Professionals	Session	Non-registered	Cluster 3			28
<a href="#">63</a>	VII	Elder Abuse Prevention	Training for Caregivers	Session	Non-registered	Cluster 3			29
<a href="#">64</a>	VII	Elder Abuse Prevention	Development	Hour	Non-registered	Cluster 3			29

# Resources

California Department of Aging (CDA)	<a href="https://aging.ca.gov/Providers_and_Partners/Area_Agencies_on_Aging/">https://aging.ca.gov/Providers_and_Partners/Area_Agencies_on_Aging/</a>
California Code of Regulations, Title 22, Div. 1.8 (CCR)	<a href="https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations">https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations</a>
Code of Federal Regulations, Title 45, Part 1321 (CFR)	<a href="https://www.ecfr.gov/on/2024-06-25/title-45/subtitle-B/chapter-XIII/subchapter-C/part-1321?toc=1">https://www.ecfr.gov/on/2024-06-25/title-45/subtitle-B/chapter-XIII/subchapter-C/part-1321?toc=1</a>
Older Americans Act (OAA)	<a href="https://acl.gov/about-acl/authorizing-statutes/older-americans-act">https://acl.gov/about-acl/authorizing-statutes/older-americans-act</a>
Older Americans Act Performance System (OAAPS)	<a href="https://oaaps.acl.gov/welcome">https://oaaps.acl.gov/welcome</a>
Older Californians Act (OCA)	<a href="https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=WIC&amp;division=8.5">https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=WIC&amp;division=8.5</a>
U.S. Code, Title 42, Chapter 35 (USC)	<a href="https://www.govinfo.gov/content/pkg/USCODE-2017-title42/html/USCODE-2017-title42.htm">https://www.govinfo.gov/content/pkg/USCODE-2017-title42/html/USCODE-2017-title42.htm</a>
CDA Information Security	<a href="https://aging.ca.gov/Information_security/">https://aging.ca.gov/Information_security/</a>

# Older Adult Programs Contacts

Area Plan	<a href="mailto:areaplan@aging.ca.gov">areaplan@aging.ca.gov</a>
Data Reporting	<a href="mailto:datateam.reports@aging.ca.gov">datateam.reports@aging.ca.gov</a>
Elder Abuse Prevention (Title VII)	<a href="mailto:stateomb@aging.ca.gov">stateomb@aging.ca.gov</a>
Family Caregiver (Title III-E)	<a href="mailto:cdafamilycaregiver@aging.ca.gov">cdafamilycaregiver@aging.ca.gov</a>
Nutrition and Health Promotion (Titles III-C and D)	<a href="mailto:cdanutritionandhealthpromotion@aging.ca.gov">cdanutritionandhealthpromotion@aging.ca.gov</a>
Supportive Services (Title III-B)	<a href="mailto:cdasupportiveservices@aging.ca.gov">cdasupportiveservices@aging.ca.gov</a>

# Glossary of Terms and Acronyms

**AAA:** Area Agency on Aging

**ACL:** The Administration for Community Living (ACL) works with states, localities, tribal organizations, nonprofit organizations, businesses, and families to help older adults and people with disabilities live independently, with equal opportunities to earn a living, go to school, choose where to live, and make decisions about their lives. ACL's programs provide services that directly support people with disabilities, older adults, families, and caregivers to make this possible.

**ADL:** Activities of Daily Living. Indicates the person's total score on the Katz Index of Independence in Activities of Daily Living (ADL). Activities include bathing, dressing, toileting, transferring, continence, and feeding. Permissible values are 0-6.

**AoA:** United States Administration on Aging

**Audience Size:** For non-registered services for which an unduplicated count of participants may not be feasible, reporting an audience size is acceptable instead.

**CARS:** California Aging Reporting System. A web-based system used for reporting data to the California Department of Aging.

**Case:** A case encompasses one legal matter. Accordingly, a client may have more than one case simultaneously and/or during a calendar year. When matters in litigation move from one forum to another, such as upon filing of an appeal by the client or by an adversary or another litigant, a new case is to be opened and recorded.

**Case Type:** The type of legal case handled by a legal assistance provider is determined and reported for closed cases. Case types reflect the nine (9) types of legal matters that are to be given priority by Title III-B legal assistance providers pursuant to the Older Americans Act. These are: income, health care, long term care, nutrition, housing, utilities, abuse/neglect, defense of guardianship or protective services, age discrimination, and includes an other/miscellaneous category for administrative convenience in reporting.

**Caregivers of Older Adults (COA):** Services provided to Family Caregivers in the Title III E Family Caregiver Services Program.

**CCR:** California Code of Regulations

**CDA:** California Department of Aging

**CFR:** Code of Federal Regulations

**Closed Case:** A legal assistance case is closed when the legal assistance provider has completed work within the scope of representation, has reached a resolution of the client’s legal issue and/or has (consistent with state rules, and program requirements) informed the client that the case is closed. Cases may also be closed after a reasonable period during which the client has not been in touch with the Title III-B legal provider, notwithstanding appropriate efforts to reach the client.

**Cluster 1 Services:** Services provided for older adults under OAA Title III for which ADL limitations and IADL limitations characteristics are reported in addition to the other consumer demographics and characteristics. These services are adult day care/health, case management, chore, homemaker, home - delivered nutrition, and personal care. Adult day care/health, case management, chore, homemaker, and personal care are Title III-B services.

**Cluster 2 Services:** Services provided for older adults under OAA Title III for which ADL limitations and IADL limitations characteristics are not reported. These services include assisted transportation, legal assistance, congregate nutrition, and nutrition counseling.

**Cluster 3 Services:** Services provided under OAA where it is not practical to collect client specific information or where requiring the client to register may serve as a barrier to receiving a service.

**Dictionary Number:** Arbitrary number to aid in the organization of the Data Dictionary document. No meaning or purpose outside of this document.

**Estimated Unduplicated Client Count:** The Administration for Community Living has not provided a method to estimate an Unduplicated Count of Clients. Each AAA must supply its own methodology.

**Family Caregiver:** An adult family member, or another individual, who is an informal provider of in-home and community care to an older individual or to an individual of any age with Alzheimer’s disease or a related disorder with neurological and organic brain dysfunction.

**FCSP:** Family Caregiver Support Program -- same as Title III-E Caregiver Services. The Family Caregiver Support Program (FCSP) provides grants to states and territories to fund various supports that help family and informal caregivers care for older adults in their homes for as long as possible. Includes counseling, training, respite, supplemental services, case management, support groups, information and assistance, and information services. Data on these services are collected for both Caregivers of Older Adults (COA) and for Older Relative Caregivers (ORC).

**FCSP Support Services:** The provision of caregiver counseling, caregiver support groups, and caregiver training.

**FCSP Respite Care:** Services that provide a brief period of relief or rest from caregiving responsibilities, and is provided to caregivers on an intermittent, occasional, or emergency basis in a manner that responds to the individual needs and preferences of the caregivers and their care receivers, rather than a pre-established set amount offered on a “first come, first served” waiting list basis.

**FCSP Supplemental Services:** Caregiver-centered assistance and services offered on a limited basis to support and strengthen caregiving efforts that do not fit into any other category.

**FCSP Access Assistance:** The provision of caregiving information and assistance and case management services.

**FCSP Information Services:** Information Services means the provision service like public information on caregiving and/or community education on caregiving, including information about available services.

**Focal Point:** A facility established to encourage the maximum collocation and coordination of services for older individuals that has been designated in Area Plans for comprehensive service delivery.

**Frail:** The Older Americans Act and California Code of Regulations defines frail as an older individual who is determined to be functionally impaired because they either - are unable to perform at least two activities of daily living or due to a cognitive impairment or other mental impairment.

**IADL:** Instrumental Activities of Daily Living. Indicates the person's total score on the Lawton Instrumental Activities of Daily Living (IADL). Activities include ability to use the telephone, shopping, food preparation, housekeeping, laundry, mode of transportation, medication management, and ability to manage finances. Permissible values are 0 - 8. A limitation is defined as being unable to perform the activity without substantial assistance (including verbal reminding, physical cueing, or supervision).

**Legal Assistance:** Legal advice and representation provided by an attorney to older individuals with economic or social needs as defined in the Older Americans Act, (see e.g., Sections 102(23) and (24) re "greatest economic" and "greatest 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 a lawyer and counseling or representation by a non-lawyer where permitted by law (Source: OAA, Section 202(33)).

**NAPIS:** The National Aging Program Information System (NAPIS) through which the State Program Report (SPR) is reported annually. This system was replaced by OAAPS in 2021.

**Non-Registered Services:** Services where it is not practical to collect client specific information or where requiring the client to register may serve as a barrier to receiving a service. Also see Cluster 3 Services.

**NSIP:** The Nutrition Services Incentive Program (NSIP) of the Older Americans Act (OAA) provides grants to states, territories, and eligible tribal organizations to support the OAA congregate and home-delivered nutrition programs by providing an incentive (cash, commodities, or combination of cash and commodities) to serve more meals. The NSIP is authorized by Section 311 of the OAA.

**OAA:** The Federal Older Americans Act (OAA), enacted by Congress in 1965 to promote and aid in the development of programs to help older adults aged 60 and over remain at home for as long as possible, promote the rights of older individuals, and advocate for individuals who live in long-term care facilities (nursing homes, board and care, assisted living, and similar settings). Funding for such programs is distributed through State Units and Area Agencies on Aging.

**OAAPS:** Older Americans Act Performance System. ACL’s OAA Performance System collects information on Older Americans Act (OAA) Title III, VI, and VII programs. State Units provide detailed information on OAA program participants, services, and expenditures annually by submitting the State Program Report (SPR). The information is reported annually and can be viewed by visiting the AGing, Independence, and Disability (AGID) Program Data Portal website. Replaced the previously used NAPIS system in 2021.

**OCA:** In 1974, the Burton Act established the California Department of Aging (CDA) as a department within the Health and Welfare Agency. Initially the CDA was known as the Office on Aging. The Burton Act also established the California Commission on Aging (CCoA) as an advisory body to the Governor, Legislature, Department of Aging and other state departments, as well as provided funding and staffing.

**Older Relative Caregiver (ORC):** A caregiver who is age 55 or older; and lives with, is the informal provider of in-home and community care to, and is the primary caregiver for, a child or an individual with a disability. In the case of a caregiver for a child, is the grandparent, step grandparent, or other relative (other than the parent) by blood, marriage, or adoption, of the child; is the primary caregiver of the child because the biological or adoptive parents are unable or unwilling to serve as the primary caregivers of the child; and has a legal relationship to the child, such as legal custody, adoption, or guardianship, or is raising the child informally. In the case of a caregiver for an individual with a disability, is the parent, grandparent, or other relative by blood, marriage, or adoption, of the individual with a disability.

**Open Case:** A case is open upon acceptance by a legal assistance provider and notification of the acceptance to the client. Notification of acceptance should be done in a manner appropriate to the case and in accordance with state practice rules and program procedures. A case is deemed to be open as of the date the client’s case has been accepted by the Title III-B legal assistance provider, regardless of the date of the client’s initial contact with the legal assistance provider, or the date data entry is completed. Cases are included if open at any time during the reporting year.

**Other Services:** Those services provided using OAA funds under Titles III - B or C in whole or in part, that do not fall into the previously defined service categories in Clusters 1 and 2. Also see Non-registered services.

**Priority Service:** An adequate proportion of Title III-B funds will be expended for the delivery of priority services in each of the following categories: access services, in-home services, and legal services.

**Registered Services:** Services where data collection and reporting requirements include unduplicated client counts by characteristic, units of service, including in some cases ADLs/IADLs.

**Restricted Services:** A service provided using OAA funds in whole or in part for which demographic and consumer characteristics are reported in aggregate and consumer, personal identifying information (PII) is not shared or recorded at other than the provider level (e.g., legal assistance).



**Senior Center:** A community facility for the organization and provision of a broad spectrum of services, which shall include provision of health (including mental and behavioral health), social, nutritional, and educational services and the provision of facilities for recreational activities for older individuals.

**Service Domain:** A category of service that describes the state/territory defined service, which does not fall into the previously defined service categories. Domains for “other services” provided under Title III-B or C may include assistive technology/durable equipment/emergency response, consumable supplies, home modifications/repairs, elder abuse prevention/elder rights, health, outreach, public education, socialization, access not reported elsewhere, and other. Domains for “supplemental services” provided under Title III-E may include assistive technology/durable equipment/emergency response, consumable supplies, home modifications/repairs, legal and/or financial consultation, in-home services (e.g. homemaker/chore/personal care), transportation, nutrition services, and other.

**SPR:** State Program Report, also referred to as the State Performance Report. The report contains statistical compilation of performance data and expenditures for programs administered by CDA with OAA Title III and Title VII funds. The data is collected and reported by service providers and AAAs on a quarterly basis to the State. State Units on Aging (such as CDA) report on an annual basis to ACL/AoA per federal guidelines by January 31 of each year.

**Title III-B:** Title III-B of the Older Americans Act that provides funding for supportive services such as, but not limited to, Information and Referral Services, In-home Services, Legal Services, Outreach, Respite Care/Respite Care Registries, and Transportation.

**Title III C-1:** Title III C-1 of the Older Americans Act that provides funding for the provision of Congregate Meals.

**Title III C-2:** Title III C-2 of the Older Americans Act that provides funding for the provision of Home Delivered Meals.

**Title III-D:** Title III-D of the Older Americans Act that provides funding for the provision of Disease Prevention and Health Promotion Services.

**Title III-E:** Title III-E of the Older Americans Act that provides funding for the provision of Family Caregiver Support Program.

**Title VII:** Title VII of the Older Americans Act that provides funding for the provision of Elder Abuse Prevention Services.

# Summary of Changes (Revised July 2025)

DOCUMENT STRUCTURE & FORMAT		
Section(s)	Page(s)	Change(s)
All	All	Removed “1” from all unit measures for clarity and alignment with federal guidance.
TITLE III-B SUPPORTIVE SERVICES		
Section(s)	Page(s)	Change(s)
<i>No changes.</i>	<i>n/a</i>	<i>No changes.</i>
TITLE III-C NUTRITION SERVICES		
Section(s)	Page(s)	Change(s)
Nutrition Education (C-1/C-2)	15	Clarification added to end of service definition.
TITLE III-D HEALTH PROMOTION EVIDENCE-BASED		
Section(s)	Page(s)	Change(s)
Health Promotion Evidence-Based	16	Unit measure changed from contact to session.
Health Promotion Evidence-Based	16	Example added to service definition.
TITLE III-E FAMILY CAREGIVER SERVICES		
Section(s)	Page(s)	Change(s)
Legal Consultation	24	Unit measure changed from contact to hour.
TITLE VII CHAPTER 3 – ELDER ABUSE PREVENTION		
Section(s)	Page(s)	Change(s)
Development	29	Reporting requirements corrected by removing “Estimated unduplicated counts or audience size.”
GLOSSARY OF TERMS AND ACRONYMS		
Section(s)	Page(s)	Change(s)
NSIP	37	Added glossary definition for NSIP.