



# **CDA Service Categories and Data Dictionary**

**Older Americans Act Title III and Title VII (Chapters 3 and 4)**

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# 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>	1 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.	Yes
2	<b>Alzheimer's Day Care Services</b>	1 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.	Yes
3	<b>Assisted Transportation</b>	1 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.	No
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.	No

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>	<b>Priority Service</b>
5	<b>Case Management</b>	1 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.	Yes
6	<b>Cash/Material Aid</b>	1 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.	No
7	<b>Chore</b>	1 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.	Yes
8	<b>Community Education</b>	1 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.	No

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>	<b>Priority Service</b>
9	<b>Comprehensive Assessment</b>	1 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.	Yes
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.	No
11	<b>Disaster Preparedness Materials</b>	1 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.	No
12	<b>Emergency Preparedness</b>	N/A	Develop long-term emergency plans.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	No
13	<b>Employment</b>	1 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.	No

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements	Priority Service
14	Health	1 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.	Yes
15	Homemaker	1 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.	Yes
16	Housing	1 Hour	Assistance in locating adequate housing through referral or placement.	Non-registered. Estimated unduplicated client counts and service units.	No

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>	<b>Priority Service</b>
17	<b>Information and Assistance</b>	1 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 and service units.	Yes
18	<b>Interpretation/ Translation</b>	1 Contact	Provide interpretation/translation services for older individuals and their caregivers.	Non-registered. Estimated unduplicated client counts and service units.	No
19	<b>Legal Assistance</b>	1 Hour	Legal advice, counseling and/or representation by an attorney or other person acting under the supervision of an attorney.	Restricted service. Unduplicated client counts, demographics, and service units by case type.	Yes
20	<b>Mental Health</b>	1 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.	Yes

<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>	1 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.	No
22	<b>Outreach</b>	1 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.	Yes
23	<b>Peer Counseling</b>	1 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.	No
24	<b>Personal Affairs Assistance</b>	1 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.	No
25	<b>Personal Care</b>	1 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.	Yes
26	<b>Personal/Home Devices</b>	1 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.	No



<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>	<b>Priority Service</b>
27	<b>Program Development</b>	N/A	Activities that either establish a new service or expand or integrate existing services.	Area Plan. Non-OAAPS. Fiscally Allowable Administrative Activity.	No
28	<b>Public Information</b>	1 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.	Yes
29	<b>Registry</b>	1 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.	No
30	<b>Residential Repairs/Modifications</b>	1 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.	Yes
31	<b>Respite Care</b>	1 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.	Yes

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>	<b>Priority Service</b>
32	<b>Senior Center Activities</b>	1 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.	No
33	<b>Senior Center Staffing</b>	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.	No
34	<b>Telephone Reassurance</b>	1 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.	Yes
35	<b>Transportation</b>	1 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.	Yes
36	<b>Visiting</b>	1 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.	Yes

## Title III-C – Nutrition Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
37	<b>Congregate Meals (C-1)</b>	1 Meal	A meal provided to an eligible individual in a congregate group setting, that meets all the requirements of the Older Americans Act and State/Local laws and assures a minimum one-third of the Dietary Reference Intake and shall comply with Dietary Guidelines for Americans.	Registered. Unduplicated client counts by characteristic and service units.
38	<b>Congregate Meals (C-1) Non-registered</b>	1 Meal	A meal provided to an eligible volunteer or the spouse of an eligible client in a congregate group setting that meets all the requirements of the Older Americans Act and State/Local laws.	Non-registered. Estimated unduplicated client counts and service units.
39	<b>Home-Delivered Meals (C-2)</b>	1 Meal	A meal provided to an eligible individual in their place of residence, that meets all of the requirements of the Older Americans Act and State/Local laws, assures a minimum one-third of the current Dietary Reference Intake, and shall comply with Dietary Guidelines for Americans.	Registered. Unduplicated client counts by characteristic, service units, and ADLs/IADLs.
40	<b>Home-Delivered Meals (C-2) Non-registered</b>	1 Meal	A meal provided to an eligible volunteer or the spouse of an eligible client in their place of residence that meets all the requirements of the Older Americans Act and State/Local laws.	Non-registered. Estimated unduplicated client counts and service units.
41	<b>Nutrition Counseling (C-1/C-2)</b>	1 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	<b>Nutrition Education (C-1/C-2)</b>	1 Session	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.	Non-registered. Estimated unduplicated client counts and service units.

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

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
43	<b>Health Promotion Evidence-Based</b>	1 Contact	<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>Non-registered. Estimated unduplicated client counts and service units.</p>

**Title III-E – Family Caregiver Support Program – Caregivers of Older Adults**  
Support Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
44	<b>Caregiver Assessment</b>	1 Hour	An FCSP Support Service 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 their: (A) 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
45	<b>Caregiver Case Management</b>	1 Hour	An FCSP Support Service provided by a person who is trained and experienced in the skills that are required to coordinate and monitor the provision of formal caregiver-related services in circumstances where caregivers are experiencing diminished capacities due to mental impairment or temporary severe stress and/or depression.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
46	<b>Caregiver Counseling</b>	1 Hour	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 as a result of caregiving responsibilities. This service (A) may involve his or her informal support system; (B) may be individual direct sessions and/or telephone consultations, and (C) may address caregiving-related financial and long-term care placement responsibilities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
47	<b>Caregiver Peer Counseling</b>	1 Hour	An FCSP Support Service provided by experienced volunteers on the condition that appropriate training and qualified supervision protocols are in place.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
48	<b>Caregiver Support Group</b>	1 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
49	<b>Caregiver Training</b>	1 Hour	An FCSP Support Service consisting of workshops or one-on-one individually tailored sessions, conducted either in person or electronically by a skilled and knowledgeable individual, to assist caregivers in developing the skills and gaining the knowledge necessary to fulfill their caregiving responsibilities; and address the areas of health, nutrition, and financial literacy.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.

**Title III-E – Family Caregiver Support Program – Caregivers of Older Adults**  
**Respite Care**

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
50	<b>Caregiver Respite Home Chore</b>	1 Hour	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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
51	<b>Caregiver Respite Homemaker Assistance</b>	1 Hour	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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
52	<b>Caregiver Respite In-Home Supervision</b>	1 Hour	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 in order to prevent wandering and health or safety incidents.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
53	<b>Caregiver Respite In-Home Personal Care</b>	1 Hour	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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
54	<b>Caregiver Respite Out-of-Home Day Care</b>	1 Hour	An FCSP Respite Care service where the care receiver attends a supervised/protective, congregate setting during some portion of a day, and includes access to social and recreational activities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.



Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
55	<b>Caregiver Respite Out-of-Home Overnight Care</b>	1 Hour	An FCSP Respite Care service where the care receiver is temporarily placed in a supervised/protective, residential setting for one or more nights, and may include access to nursing and personal care.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.

**Title III-E – Family Caregiver Support Program – Caregivers of Older Adults**  
**Supplemental Services**

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
56	<b>Assistive Devices for Caregiving</b>	1 Device is 1 Occurrence	An FCSP Supplemental Service 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) in order to facilitate and fulfill caregiving responsibilities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
57	<b>Caregiving Material Aid</b>	1 Assistance is 1 Occurrence	An FCSP Supplemental Service 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.
58	<b>Caregiving Services Registry</b>	1 Hour is 1 Occurrence	An FCSP Supplemental Service 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
59	<b>Home Adaptations for Caregiving</b>	1 Modification is 1 Occurrence	An FCSP Supplemental Service 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) in order to fulfill caregiving responsibilities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers. ADL/IADL information for Care Receivers.

**Title III-E – Family Caregiver Support Program – Caregivers of Older Adults**  
Access Assistance

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
60	<b>Caregiving Information and Assistance</b>	1 Contact	An FCSP Access Assistances service that: (A) provides caregivers with information on services available within the communities, including caregiving information related to assistive technology and caring for older individuals at risk for institutional placement; (B) links caregivers to the services and opportunities that are available within the communities; (C) to the maximum extent practicable, establishes adequate follow-up procedures (caregiver may remain anonymous and refuse follow-up contact).	Non-registered. Estimated unduplicated client counts and service units. Estimated unduplicated client counts and service units.
61	<b>Caregiver Interpretation/ Translation</b>	1 Contact	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).	Non-registered. Estimated unduplicated client counts and service units. Estimated unduplicated client counts and service units.
62	<b>Caregiver Legal Resources</b>	1 Contact	An FCSP Access Assistance Service 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.	Non-registered. Estimated unduplicated client counts and service units. Estimated unduplicated client counts and service units.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
63	<b>Caregiver Outreach</b>	1 Contact	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).	Non-registered. Estimated unduplicated client counts and service units. Estimated unduplicated client counts and service units.

**Title III-E – Family Caregiver Support Program – Caregivers of Older Adults**  
Information Services

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
64	<b>Community Education on Caregiving</b>	1 Activity	An FCSP Information 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).	Non-registered. Estimated unduplicated client counts and service units.
65	<b>Public Information on Caregiving</b>	1 Activity	An FCSP Information Service designed to provide information about available FCSP and other caregiver support resources and services by disseminating publications, conducting media campaigns, and maintaining electronic information systems (e.g., quarterly newsletter).	Non-registered. Estimated unduplicated client counts and service units.

**Title III-E – Family Caregiver Support Program – Older Relative Caregivers**  
Support Services

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
66	<b>Caregiver Assessment</b>	1 Hour	An FCSP Support Service 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 their: (A) 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
67	<b>Caregiver Case Management</b>	1 Hour	An FCSP Support Service provided by a person who is trained and experienced in the skills that are required to coordinate and monitor the provision of formal caregiver-related services in circumstances where caregivers are experiencing diminished capacities due to mental impairment or temporary severe stress and/or depression.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
68	<b>Caregiver Counseling</b>	1 Hour	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 as a result of caregiving responsibilities. This service (A) may involve his or her informal support system; (B) may be individual direct sessions and/or telephone consultations, and (C) may address caregiving-related financial and long-term care placement responsibilities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
69	<b>Caregiver Peer Counseling</b>	1 Hour	An FCSP Support Service provided by experienced volunteers on the condition that appropriate training and qualified supervision protocols are in place.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
70	<b>Caregiver Support Group</b>	1 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
71	<b>Caregiver Training</b>	1 Hour	An FCSP Support Service consisting of workshops or one-on-one individually tailored sessions, conducted either in person or electronically by a skilled and knowledgeable individual, to assist caregivers in developing the skills and gaining the knowledge necessary to fulfill their caregiving responsibilities; and address the areas of health, nutrition, and financial literacy.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.



**Title III-E – Family Caregiver Support Program – Older Relative Caregivers**  
**Respite Care**

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
72	<b>Caregiver Respite Home Chore</b>	1 Hour	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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
73	<b>Caregiver Respite Homemaker Assistance</b>	1 Hour	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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
74	<b>Caregiver Respite In-Home Supervision</b>	1 Hour	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 in order to prevent wandering and health or safety incidents.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
75	<b>Caregiver Respite In-Home Personal Care</b>	1 Hour	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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
76	<b>Caregiver Respite Out-of-Home Day Care</b>	1 Hour	An FCSP Respite Care service where the care receiver attends a supervised/protective, congregate setting during some portion of a day, and includes access to social and recreational activities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
77	<b>Caregiver Respite Out-of-Home Overnight Care</b>	1 Hour	An FCSP Respite Care service where the care receiver is temporarily placed in a supervised/protective, residential setting for one or more nights, and may include access to nursing and personal care.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.

**Title III-E – Family Caregiver Support Program – Older Relative Caregivers  
Supplemental Services**

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
78	<b>Assistive Devices for Caregiving</b>	1 Device is 1 Occurrence	An FCSP Supplemental Service 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) in order to facilitate and fulfill the caregiving responsibilities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
79	<b>Caregiving Material Aid</b>	1 Assistance is 1 Occurrence	An FCSP Supplemental Service 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.
80	<b>Caregiving Services Registry</b>	1 Hour is 1 Occurrence	An FCSP Supplemental Service 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.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
81	<b>Home Adaptations for Caregiving</b>	1 Modification is 1 Occurrence	An FCSP Supplemental Service 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) in order to facilitate and fulfill caregiving responsibilities.	Registered. Unduplicated client counts by characteristic and service units for Caregivers.

**Title III-E – Family Caregiver Support Program – Older Relative Caregivers**  
Access Assistance

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
82	<b>Caregiving Information and Assistance</b>	1 Contact	An FCSP Access Assistance service that: (A) provides caregivers with information on services available within the communities, including caregiving information related to assistive technology and caring for older individuals at risk for institutional placement; (B) links caregivers to the services and opportunities that are available within the communities; (C) to the maximum extent practicable, establishes adequate follow-up procedures (caregiver may remain anonymous and refuse follow-up contact).	Non-registered. Estimated unduplicated client counts and service units.
83	<b>Caregiver Interpretation/ Translation</b>	1 Contact	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).	Non-registered. Estimated unduplicated client counts and service units.
84	<b>Caregiver Legal Resources</b>	1 Contact	An FCSP Access Assistance service 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.	Non-registered. Estimated unduplicated client counts and service units.

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
85	Caregiver Outreach	1 Contact	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).	Non-registered. Estimated unduplicated client counts and service units.

**Title III-E – Family Caregiver Support Program – Older Relative Caregivers**  
Information Services

<b>Dictionary Number</b>	<b>Service Category</b>	<b>Unit Measure</b>	<b>Service Definition</b>	<b>Reporting Requirements</b>
86	<b>Community Education on Caregiving</b>	1 Activity	An FCSP Information 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).	Non-registered. Estimated unduplicated client counts and service units.
87	<b>Public Information on Caregiving</b>	1 Activity	An FCSP Information Service designed to provide information about available FCSP and other caregiver support resources and services by disseminating publications, conducting media campaigns, and maintaining electronic information systems (e.g., quarterly newsletter).	Non-registered. Estimated unduplicated client counts and service units.

## Title VII – Elder Abuse Prevention

Dictionary Number	Service Category	Unit Measure	Service Definition	Reporting Requirements
88	<b>Elder Abuse Prevention, Education and Training</b>	1 Session	Public education and training of professionals to develop, strengthen, and carry out programs for the prevention, detection, assessment, and treatment of, intervention in, investigation of, and response to elder abuse, neglect, and exploitation (including financial exploitation). This includes training for Title III E caregivers.	Non-registered. Estimated unduplicated client counts and service units.
89	<b>Elder Abuse Prevention Educational Materials</b>	1 Product	Educational materials and guidance kits distributed for the prevention, detection, assessment, and treatment of, intervention in, investigation of, and response to elder abuse, neglect, and exploitation (including financial exploitation).	Non-registered. Estimated unduplicated client counts and service units.



# 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	1 Hour	Registered	Cluster 1	✓	In-Home	1
<a href="#">2</a>	III-B	Supportive Services	Alzheimer's Day Care Services	1 Day of Attendance	Non-registered	Other		In-Home	1
<a href="#">3</a>	III-B	Supportive Services	Assisted Transportation	1 One Way Trip	Registered	Cluster 2			1
<a href="#">4</a>	III-B	Supportive Services	CARS/Data Reporting Systems	N/A	Area Plan	N/A			1
<a href="#">5</a>	III-B	Supportive Services	Case Management	1 Hour	Registered	Cluster 1	✓	Access	2
<a href="#">6</a>	III-B	Supportive Services	Cash/Material Aid	1 Assistance	Non-registered	Other			2
<a href="#">7</a>	III-B	Supportive Services	Chore	1 Hour	Registered	Cluster 1	✓	In-Home	2
<a href="#">8</a>	III-B	Supportive Services	Community Education	1 Activity	Non-registered	Other			2
<a href="#">9</a>	III-B	Supportive Services	Comprehensive Assessment	1 Hour	Non-registered	Other		In-Home	3
<a href="#">10</a>	III-B	Supportive Services	Coordination	N/A	Area Plan	Other			3
<a href="#">11</a>	III-B	Supportive Services	Disaster Preparedness Materials	1 Product	Non-registered	Other			3
<a href="#">12</a>	III-B	Supportive Services	Emergency Preparedness	N/A	Area Plan	N/A			3
<a href="#">13</a>	III-B	Supportive Services	Employment	1 Activity	Non-registered	Other			3
<a href="#">14</a>	III-B	Supportive Services	Health	1 Hour	Non-registered	Other		Access	4
<a href="#">15</a>	III-B	Supportive Services	Homemaker	1 Hour	Registered	Cluster 1	✓	In-Home	4

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">16</a>	III-B	Supportive Services	Housing	1 Hour	Non-registered	Other			4
<a href="#">17</a>	III-B	Supportive Services	Information and Assistance	1 Contact	Non-registered	Non-registered		Access	5
<a href="#">18</a>	III-B	Supportive Services	Interpretation / Translation	1 Contact	Non-registered	Other			5
<a href="#">19</a>	III-B	Supportive Services	Legal Assistance	1 Hour	Restricted	Restricted		Legal	5
<a href="#">20</a>	III-B	Supportive Services	Mental Health	1 Hour	Non-registered	Other		Access	5
<a href="#">21</a>	III-B	Supportive Services	Mobility Management Activities	1 Hour	Non-registered	Other			6
<a href="#">22</a>	III-B	Supportive Services	Outreach	1 Contact	Non-registered	Non-registered		Access	6
<a href="#">23</a>	III-B	Supportive Services	Peer Counseling	1 Hour	Non-registered	Other			6
<a href="#">24</a>	III-B	Supportive Services	Personal Affairs Assistance	1 Contact	Non-registered	Other			6
<a href="#">25</a>	III-B	Supportive Services	Personal Care	1 Hour	Registered	Cluster 1	✓	In-Home	6
<a href="#">26</a>	III-B	Supportive Services	Personal/Home Device	1 Device	Non-registered	Other			7
<a href="#">27</a>	III-B	Supportive Services	Program Development	N/A	Area Plan	N/A			7
<a href="#">28</a>	III-B	Supportive Services	Public Information	1 Activity	Non-registered	Other		✓	7
<a href="#">29</a>	III-B	Supportive Services	Registry	1 Hour	Non-registered	Other			7
<a href="#">30</a>	III-B	Supportive Services	Residential Repairs/Modifications	1 Modification	Non-registered	Other		In-Home	7

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">31</a>	III-B	Supportive Services	Respite Care	1 Hour	Non-registered	Other		In-Home	7
<a href="#">32</a>	III-B	Supportive Services	Senior Center Activities	1 Hour	Non-registered	Other			8
<a href="#">33</a>	III-B	Supportive Services	Senior Center Staffing	N/A	Area Plan	N/A			8
<a href="#">34</a>	III-B	Supportive Services	Telephone Reassurance	1 Contact	Non-registered	Other		In-Home	8
<a href="#">35</a>	III-B	Supportive Services	Transportation	1 One Way Trip	Non-registered	Non-registered		✓	8
<a href="#">36</a>	III-B	Supportive Services	Visiting	1 Hour	Non-registered	Other		In-Home	8
<a href="#">37</a>	III-C	Nutrition Services	Congregate Meals (C-1)	1 Meal	Registered	Cluster 2			9
<a href="#">38</a>	III-C	Nutrition Services	Congregate Meals/Non-reg.	1 Meal	Non-registered	Other			9
<a href="#">39</a>	III-C	Nutrition Services	Home-Delivered Meals (C-2)	1 Meal	Registered	Cluster 1	✓		9
<a href="#">40</a>	III-C	Nutrition Services	Home-Delivered Meals/Non-reg.	1 Meal	Non-registered	Other			9
<a href="#">41</a>	III-C	Nutrition Services	Nutrition Counseling (C-1/C-2)	1 Hour	Registered	Cluster 2			10
<a href="#">42</a>	III-C	Nutrition Services	Nutrition Education (C-1/C-2)	1 Session	Non-registered	Non-registered			10
<a href="#">43</a>	III-D	Health Promotion	Health Promotion Evidence-Based	1 Contact	Non-registered	Non-registered			11
<a href="#">44</a>	III-E	Family Caregiver	Caregiver Assessment	1 Hour	Registered		✓		12
<a href="#">45</a>	III-E	Family Caregiver	Caregiver Case Management	1 Hour	Registered		✓		12
<a href="#">46</a>	III-E	Family Caregiver	Caregiver Counseling	1 Hour	Registered		✓		13
<a href="#">47</a>	III-E	Family Caregiver	Caregiver Peer Counseling	1 Hour	Registered		✓		13

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">48</a>	III-E	Family Caregiver	Caregiver Support Group	1 Session	Registered		✓		13
<a href="#">49</a>	III-E	Family Caregiver	Caregiver Training	1 Hour	Registered		✓		13
<a href="#">50</a>	III-E	Family Caregiver	Caregiver Respite Home Chore	1 Hour	Registered		✓		14
<a href="#">51</a>	III-E	Family Caregiver	Respite Homemaker Assistance	1 Hour	Registered		✓		14
<a href="#">52</a>	III-E	Family Caregiver	Respite In-Home Supervision	1 Hour	Registered		✓		14
<a href="#">53</a>	III-E	Family Caregiver	Respite In-Home Personal Care	1 Hour	Registered		✓		14
<a href="#">54</a>	III-E	Family Caregiver	Respite Out-of-Home Day Care	1 Hour	Registered		✓		15
<a href="#">55</a>	III-E	Family Caregiver	Respite Out-of-Home Overnight	1 Hour	Registered		✓		15
<a href="#">56</a>	III-E	Family Caregiver	Assistive Devices for Caregiving	1 Device = 1 Occur.	Registered		✓		16
<a href="#">57</a>	III-E	Family Caregiver	Caregiving Material Aid	1 Assistance = 1 Occur.	Registered		✓		16
<a href="#">58</a>	III-E	Family Caregiver	Caregiving Services Registry	1 Hour = 1 Occur.	Registered		✓		16
<a href="#">59</a>	III-E	Family Caregiver	Home Adaptations for Caregiving	1 Mod. = 1 Occur.	Registered		✓		17
<a href="#">60</a>	III-E	Family Caregiver	Information and Assistance	1 Contact	Non-registered				18
<a href="#">61</a>	III-E	Family Caregiver	Interpretation/Translation	1 Contact	Non-registered				18
<a href="#">62</a>	III-E	Family Caregiver	Caregiver Legal Resources	1 Contact	Non-registered				18
<a href="#">63</a>	III-E	Family Caregiver	Caregiver Outreach	1 Contact	Non-registered				19
<a href="#">64</a>	III-E	Family Caregiver	Community Education Caregiving	1 Activity	Non-registered				20

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">65</a>	III-E	Family Caregiver	Public Information on Caregiving	1 Activity	Non-registered				20
<a href="#">66</a>	III-E	Family Caregiver – Older Relative	Caregiver Assessment	1 Hour	Registered				21
<a href="#">67</a>	III-E	Family Caregiver – Older Relative	Caregiver Case Management	1 Hour	Registered				21
<a href="#">68</a>	III-E	Family Caregiver – Older Relative	Caregiver Counseling	1 Hour	Registered				22
<a href="#">69</a>	III-E	Family Caregiver – Older Relative	Caregiver Peer Counseling	1 Hour	Registered				22
<a href="#">70</a>	III-E	Family Caregiver – Older Relative	Caregiver Support Group	1 Session	Registered				22
<a href="#">71</a>	III-E	Family Caregiver – Older Relative	Caregiver Training	1 Hour	Registered				23
<a href="#">72</a>	III-E	Family Caregiver – Older Relative	Caregiver Respite Home Chore	1 Hour	Registered				24
<a href="#">73</a>	III-E	Family Caregiver – Older Relative	Respite Homemaker Assistance	1 Hour	Registered				24
<a href="#">74</a>	III-E	Family Caregiver – Older Relative	Respite In-Home Supervision	1 Hour	Registered				24
<a href="#">75</a>	III-E	Family Caregiver – Older Relative	Respite In-Home Personal Care	1 Hour	Registered				24
<a href="#">76</a>	III-E	Family Caregiver – Older Relative	Respite Out-of-Home Day Care	1 Hour	Registered				25
<a href="#">77</a>	III-E	Family Caregiver – Older Relative	Respite Out-of-Home Overnight	1 Hour	Registered				25
<a href="#">78</a>	III-E	Family Caregiver – Older Relative	Assistive Devices for Caregiving	1 Device = 1 Occur	Registered				26
<a href="#">79</a>	III-E	Family Caregiver – Older Relative	Caregiving Material Aid	1 Assistance = 1 Occur	Registered				26
<a href="#">80</a>	III-E	Family Caregiver – Older Relative	Caregiving Services Registry	1 Hour = 1 Occur	Registered				26
<a href="#">81</a>	III-E	Family Caregiver – Older Relative	Home Adaptations for Caregiving	1 Mod. = 1 Occur	Registered				27
<a href="#">82</a>	III-E	Family Caregiver – Older Relative	Information and Assistance	1 Contact	Non-registered				28
<a href="#">83</a>	III-E	Family Caregiver – Older Relative	Interpretation/Translation	1 Contact	Non-registered				28

Dictionary Number	Title	Title Name	Service Category	Unit Measure	Reporting Requirements	OAAPS Reference	ADLs IADLs	Priority Service Category	Page
<a href="#">84</a>	III-E	Family Caregiver – Older Relative	Caregiver Legal Resources	1 Contact	Non-registered				28
<a href="#">85</a>	III-E	Family Caregiver – Older Relative	Caregiver Outreach	1 Contact	Non-registered				29
<a href="#">86</a>	III-E	Family Caregiver – Older Relative	Community Education Caregiving	1 Activity	Non-registered				30
<a href="#">87</a>	III-E	Family Caregiver – Older Relative	Public Information on Caregiving	1 Activity	Non-registered				30
<a href="#">88</a>	VII	Elder Abuse Prevention	Education and Training	1 Session	Non-registered				31
<a href="#">89</a>	VII	Elder Abuse Prevention	Educational Materials	1 Product	Non-registered				31

# 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>
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>

# Older Adult Programs Contacts

Area Plan	<a href="mailto:areaplan@aging.ca.gov">areaplan@aging.ca.gov</a>
Data Team	<a href="mailto:datateam.reports@aging.ca.gov">datateam.reports@aging.ca.gov</a>
Family Caregiver	<a href="mailto:cdafamilycaregiver@aging.ca.gov">cdafamilycaregiver@aging.ca.gov</a>
Nutrition and Health Promotion	<a href="mailto:cdanutritionandhealthpromotion@aging.ca.gov">cdanutritionandhealthpromotion@aging.ca.gov</a>
Supportive Services	<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.

**CCR:** California Code of Regulations

**CDA:** California Department of Aging

**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, congregate nutrition, and nutrition counseling. Assisted transportation is a Title III-B 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.

**FCSP:** Family Caregiver Support Program -- same as Title III-E. 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.

**FCSP 1:** Support Services means the provision of caregiver assessment, caregiver counseling, caregiver peer counseling, caregiver support groups, caregiver training, and (if necessary) caregiver case management.

**FCSP 2:** Respite Care means 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 3:** Supplemental Services means caregiver-centered assistance offered on a limited basis to support and strengthen the caregiving efforts.

**FCSP 4:** Access Assistance means the provision of caregiving information and assistance, caregiver outreach, caregiver interpretation/translation, and caregiver legal resources; and links caregivers to the opportunities and services that are available.

**FCSP 5:** Information Services means the provision of public information on caregiving and/or community education on caregiving, including information about available services.

**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.

**OAA:** The Federal Older Americans Act, 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.

**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.

**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).

**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.