

**DEPARTMENT OF AGING**

MULTIPURPOSE SENIOR SERVICES PROGRAM BRANCH

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**MSSP ADVISORY AND GUIDANCE LETTER – 10-01****DATE:** July 16, 2010**TO:** Multipurpose Senior Services Program Site Directors**FROM:** Mary Sibbett, Operations Manager *MS***SUBJECT: Change in Notice of Action (NOA) Requirement for Care Plan Additions**Purpose

To provide administrative guidance regarding care plan additions.

References

Home- and Community Based Waiver #0141.R04.00 and the California Code of Regulations, Title 22, 51014.1

Background

California Department of Aging (CDA) and MSSP sites are looking for ways to reduce paperwork and improve delivery of services to clients.

Upon review of the waiver renewal and CMS requirements, CDA determined that a NOA is only required for an adverse decision regarding waiver enrollment, or when a waiver service is reduced, suspended, terminated or denied.

Clarification of Procedures

A NOA is no longer required for any addition to the care plan. A notation to the existing care plan or a formal care plan addendum will meet program requirements. The addition to the care plan should be documented in the progress notes.

Example:*The care plan contains a problem statement regarding nutrition. The need for a blender is identified. The care manager is able to add this to the care plan as an intervention. A NOA is not required. Once the blender is provided, the nutritional problem statement continues to be monitored.*Do Your Part to Help California Save Energy  
To learn more about saving energy, visit the CDA web site at [www.aging.ca.gov](http://www.aging.ca.gov)

This change will be reflected in the July 2010, MSSP Site Manual, Chapter 3, Section 3.640.8. Sites however may begin implementing this new policy effective immediately.

If you have any questions, please contact your assigned analyst.

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