California Department of Aging (CDA) Performance Data Reporting Due Dates

Reporting Period	Report(s)	Due Date(s) [1]	Submission Details
Quarter 1 (Q1) Jul 1 – Sep 30	CDA 1022 CARS Q1 Files [2]	Due Date from Providers to AAAs October – Date set by AAA Due Date from AAAs to CDA/RTZ October 31 [3]	Submit CDA 1022 to DataTeam.Reports@aging.ca.gov Submit CARS reports to https://ca.getcare.com
Quarter 2 (Q2) Oct 1 – Dec 31	CDA 1022 CARS Q2 Files [2]	Due Date from Providers to AAAs January – Date set by AAA Due Date from AAAs to CDA/RTZ January 31 [3]	
Quarter 3 (Q3) Jan 1 – Mar 31	CDA 1022 CARS Q3 Files [2]	Due Date from Providers to AAAs April – Date set by AAA Due Date from AAAs to CDA/RTZ April 30 [3]	
Quarter 4 (Q4) Apr 1 – Jun 30	CDA 1022 CARS Q4 Files [2]	Due Date from Providers to AAAs July – Date set by AAA Due Date from AAAs to CDA/RTZ July 31 [3]	
July 1 - June 30	National Aging Program Information Systems State Program Report (NAPIS SPR)	September 30	Annual reports will automatically populate in NAPISCare, with a few exceptions, which AAAs will manually enter. Annual data will be viewable by CDA after the September 30 approval due date.

[1] If due date falls on a weekend or holiday, the report will be due the following business day

[2] CARS Quarterly Files include: Client-Caregiver, Enrollment, Service Units, Service Provider, and Caregiver Relationship

[3] The AAA must approve data within 10 days of notice of passed status, after which CDA has the option to view this data regardless of approval status. If the AAA cannot correct the data within 10 days, the AAA must provide an explanation in the comments box in the report screen.

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Data Contacts

PSAs 1, 2, 4, 5, 10, 12, 13, 14, 15, 16, 18, 21, 22, 25, 28, 31, 33	PSAs 3, 6, 7, 8, 9, 11, 17, 19, 20, 23, 24, 26, 27, 29, 30, 32
Melissa Teuscher melissa.teuscher@aging.ca.gov 916-928-2266	Yarin Gomez yarin.gomez@aging.ca.gov 916-419-7590

CARS CONTACT AT RTZ ASSOCIATES:

CARS upload website address: https://ca.getcare.com
Technical Support (CARS-GetCare)
510-986-6700 Select option "2"
carshelp@getcare.com

Note: AAAs must also include the CDA Data Team in all correspondence regarding CARS related submission questions at DataTeam.Reports@aging.ca.gov