

**MEMORANDUM**

**TO:** AAA Executive Directors **NOTICE#:** 020620-1-I-SWCBS  
**FROM:** Richard Prudom, Secretary *RP*  
**DATE:** February 6, 2020  
**SUBJECT:** Notice of Instruction: Community Care for the Elderly (CCE) Meal Codes

This notice is to provide instruction regarding new meal codes for clients on the Community Care for the Elderly (CCE) program. The new codes are to be used when entering CCE meals for clients who are not assessed a co-payment, so that those meals can be included in the Nutrition Services Incentive Program (NSIP) meal count.

The NSIP provides a reimbursement per eligible meal as an incentive to serve more meals. Previously, CCE meals were not eligible to be included in the NSIP meal count due to being subject to cost-sharing/co-payment. With the issuance of Notice #060619-1-I-SWCBS, CCE clients whose income was at or below the federal poverty level (FPL) and those who demonstrated an inability to pay a co-payment were no longer subject to cost-sharing/co-payments, thus making these meals eligible to be included in the NSIP meal count. Please note that a CCE client's inability to pay their assessed co-payment may vary from month to month. For these clients, the CCE Lead Agency will need to have clear case notes to make sure units are reported accurately.

Effective March 1, 2020 please utilize the new codes below for entering CCE meals for any client who is not assessed a co-payment:

- EHD MN EMERGENCY HOME DELIVERED SHELF MEALS – NON-CO-PAYMENT
- HDMN HOME DELIVERED MEALS – NON-CO-PAYMENT
- HDMFN HOME DELIVERED MEALS – FROZEN – NON-CO-PAYMENT
- HDMHN HOME DELIVERED MEALS – HOT - NON-CO-PAYMENT

Please contact your contract manager if you have questions. Thank you for your cooperation.

