



MEMORANDUM

TO: AAA Executive Directors **NOTICE#:** 100608-1-I-SWCBS
FROM: E. Douglas Beach, Secretary
DATE: October 3, 2008
SUBJECT: Notice of Instruction: Assisted Living for the Elderly (ALE) Waiver and Home Care for the Elderly (HCE) Program Client Enrollment

The purpose of this Notice is to address client enrollment in the ALE Waiver Program and the HCE Program. Effective October 1, 2008, area agencies on aging (AAAs) may begin authorizing client enrollment into the ALE Waiver. Using prioritization criteria, AAAs must manage within the contracted budget with consideration for annualizing costs.

Regarding the HCE program, effective October 1, 2008, AAAs must discontinue authorizations for client enrollment in the HCE Program, until further notice. It is necessary for each AAA to project the amount of funding needed to serve existing clients for the remainder of this State Fiscal Year. The department anticipates executing contract amendments to transfer remaining HCE funds to the Community Care for the Elderly (CCE) Program no later than February 15, 2009. Therefore it is necessary to complete your projections and notify your contract managers of the transfer amounts by January 15, 2009.

The goal of this enrollment exercise is to address general revenue budget shortfalls as responsibly as possible, while addressing the needs of as many of Florida's frail elders as possible. We appreciate your cooperation in this process. If you have questions regarding ALE client enrollment, please contact Eunice Medina at (850) 414-2333 or Vicky Sexton at (850) 414-2431. If you have questions about HCE client enrollment, please contact your contract manager.