

**MEMORANDUM**

**TO:** Area Agency on Aging Executive Directors      **NOTICE#: 021821-1-I-SWCBS**

**FROM:** Richard Prudom, Secretary

**DATE:** **February 18, 2021**

**SUBJECT:** Notice of Transmittal – Updated Attachment –Form and Attestation of Compliance Candidate Form

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The purpose of this Notice is to inform the Area Agency on Aging, Lead Agencies, and any Local Providers that contract directly or indirectly with the Department of Elder Affairs (DOEA) of a change to DOEA Form 236.

Step 2, of the Attestation of Compliance - Candidate pages 3-5, has been amended by the General Counsel's Office, please denote the following:

The attachment to this Notice replaces:

- DOEA Form 236 is now DOEA Form 236 - Attestation of Compliance – Candidate Form, dated January 19, 2021.

The form has been renamed.

- DOEA Form 236 is now DOEA Form 236 - Attestation of Compliance – Candidate Form, dated February 9, 2021.

This form is now available on the DOEA website under Background Screening  
<http://www.elderaffairs.org/doa/backgroundscreening.php>

Each Area Agency on Aging/Aging, Lead Agency, and any Local Service Provider that contracts directly or indirectly with DOEA shall solely use the updated form beginning on or after February 26, 2021.

If you have questions, please contact your contract manager.

Thank you.

Attachment: