



**KATHY HOCHUL**  
Governor

## Department of Health

**JAMES V. McDONALD, M.D., M.P.H.**  
Commissioner

**JOHANNE E. MORNE, M.S.**  
Acting Executive Deputy Commissioner

November 8, 2023

Dear Social Adult Day Care (SADC),

This email is to notify you that your SADC site is potentially eligible for funding from New York State's (NYS) Support for Social Adult Day Centers Reopening State Directed Payment initiative. This initiative is a NYS investment in SADC sites funded by the American Rescue Plan Act (ARPA). The initiative is intended for the improvement of the SADC workforce, training, person-centered planning processes, and policy improvements.

The NYS Department of Health (DOH) anticipates that your SADC site may be eligible for funding. Any funding your SADC site receives for this initiative will be paid through one of your contracted Managed Long-Term Care (MLTC) plans. In addition, all information regarding this initiative will be shared with your site through this assigned MLTC plan. Even if your SADC site has contracts with multiple plans, all communications and any payment to your site will only be coming through this MLTC plan.

### **Required Submissions to NY DOH and Managed Long Term Care Plans:**

To be eligible to receive funding through this initiative, you are required to submit the following two forms by **November 22, 2023**.

Completing these forms will confirm that your SADC site acknowledges and agrees to the requirements for participating in this initiative.

1. Attestation to your MLTC plan (attached). The plan attestation must be completed and returned to the plan via email by November 22, 2023.
2. Attestation to NYS DOH ([Please click here to access and submit the online attestation](#)). This online form also includes five (5) short answer questions. Your SADC site is responsible for completing and submitting this form using the online link by November 22, 2023.

**If you do not submit the forms by the deadline established by DOH, your SADC site will not continue to be eligible for funding from this investment.**

### **Performance Measure Process:**

Potential payment is contingent upon your completion of performance measures at the end of the performance period, which began June 1, 2023, and ends November 30, 2023. SADC sites will be required to respond to a performance measure survey following the end of the performance period and DOH will review the results of the survey to determine the amount each SADC site will receive for payment.

DOH used results collected from the SADC HCBS Self-Assessment Tool distributed in December 2021 to establish baseline performance for each measure. DOH will evaluate sites' completion of the following three performance measures relative to baseline performance:

1. All staff (paid and unpaid) have received new hire training related to company policies, including HCBS specific policies, person-centered planning, practice, and thinking.
2. Company policies have been reassessed for compliance and effectiveness and amended as necessary. (This measure encompasses HCBS and person-centered planning policies).
3. Company has documentation that shows staff's adherence to policies such as HCBS specific training documentation and sign-in sheets for relevant activities.

Completion of each of these three measures is worth 33% of a site's payment. For example, completion of all measures will result in maximum funding, or 100%, being awarded, while completion of two measures will result in 66% of available funding being awarded.

Note: All SADC sites that *were in the process of being verified for compliance with the HCBS Settings Final Rule by NYS DOH, as of February 1, 2023 are potentially eligible for payment.* However, to continue to be eligible to receive payment, SADC sites must continue to be determined operational and in compliance with the HCBS Settings Final Rule by the end of the performance period (November 30, 2023).

**State Directed Spending Guidance:**

You can find details regarding the allowable uses of this funding in the attached document titled "SADC State Directed Spending Guidance." Please refer to this guidance for more information regarding payment logistics and allowable spending areas.

Please contact [SADC.FMAP@health.ny.gov](mailto:SADC.FMAP@health.ny.gov) with any questions that you may have.

DOH will hold an informational webinar for MLTC plans and potentially eligible SADC sites. The webinar is tentatively scheduled for November 16, 2023, at 10:00 AM EST. Additional information and a webinar link will be sent to MLTC plans and the SADC sites when details are finalized.

Sincerely,

Bureau of Medicaid Long Term Care Policy  
Division of Program Development and Management  
Office of Health Insurance Programs  
NYS Department of Health

-----ATTACHMENTS-----

**Attachment #1:**  
**Social Adult Day Care (SADC) State Directed Spending Guidance**

**Attachment #2:**  
**Attestation to Managed Long Term Care Plan**