

04/05/2016

## White Paper

### **RE: Request minor edits to VA Form 10-5588, State Home Report and Statement of Federal Aid Claimed.**

The Chief Business Office, State Home Division met with State Home Administrators to socialize VA Form 10-5588 after receiving OMB approval. State Home Administrators identified a major error that causes problems on VA Form 10-5588.

**The error** – Number 35: Signature of **SVH** Employee when Applicable.

**The correction** – Number 35 should indicate: Signature of **State** Employee when Applicable.

**The error** – The instructions for number 35: Signature of **SVH** Employee When Applicable: If the facility is managed by a contractor, a State Employee must print name and title, sign and date. If the facility is under contract, the signature of the SVH Administrator is not required.

**The correction** – The instructions for number 35: Signature of **State** Employee When Applicable: If the facility is managed by a contractor, a State Employee must print name and title, sign and date. If the facility is under contract, the signature of the SVH Administrator is not required.

These corrections are minor and do not affect the burden. Please review these changes to acknowledge and approve the revision of VA Form 10-5588.

Brenda Wiggins

Chief Business Office, State Home Division