



ADRC/COVID Grant Second Semi-Annual Reporting Tool

Fillable Form



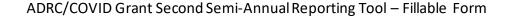
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<u>Public Burden Statement:</u>

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number (OMB 0985-0062). Public reporting burden for this collection of information is estimated to average two hours per response, including time for gathering and maintaining the data needed and completing and reviewing the collection of information. The obligation to respond to this collection is required to maintain or retain benefit.





Introduction

This version of the No Wrong Door (NWD) System Management Tool (referenced as "the Tool") serves as the second semi-annual reporting requirement for states and territories receiving ADRC COVID-19 grant funds. The **grant lead agency** at the state/territory level is to complete <u>one</u> submission to cover activities from *March 31, 2021 through September 30, 2022*. Responses shall represent all services and support provided by the state/territory's Aging and Disability Resource Centers (ADRCs) or NWD System. This means the data reported in this Tool is not limited to grant-specific activities or budgets and instead shall represent statewide activity as best as possible.

The reporting Tool has been formatted into a fillable form on Smartsheet which can be accessed here [insert link]. An account in Smartsheet is not required to access the Tool. Respondents may have a copy of their submission sent to them by checking the "Send me a copy of my responses" checkbox at the bottom of the form.

<u>Please note:</u> States/territories shall not submit data to the Tool until after *April 1st*. Further instructions and reminders will be shared as we get closer to the reporting period.

This document allows states/territories to collect responses in advance for entry into Smartsheet, as the platform does not allow a submission to be saved for later completion.

Please reach out to nowrongdoor@acl.hhs.gov with any questions.





Contact Information

| State/ | Territory Agency Name |
|--------|---|
| Contac | ct First and Last Name |
| Contac | ct Email |
| Contac | ct Phone Number |
| Data | Collection Questions |
| 1. | If your state/territory has one publicly searchable and accessible website for public and private LTSS resources, programs, and services, please indicate how many unique visitors accessed the state/territory's ADRC/NWD System website between October 1, 2020 and March 31, 2021? |
| | |
| 2. | Answer the following questions for the individuals that your state/territory's ADRC/NWD System organizations assisted with applications and/or financial and functional assessments between October 1, 2020 and March 31, 2021. |
| | a. Application Assistance i. How many individuals were assisted with applications for Medicaid LTSS Programs? |
| | ii. How many individuals were assisted with applications for VA Programs? |
| | iii. How many individuals were assisted with applications for other Federal or State/Territory Funded LTSS Programs? |
| | |





b. Financial Assessments

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|----|------|---|
| | i. | How many individuals were supported with completing financial assessment(s) for Medicaid LTSS Programs? |
| | ii. | How many individuals were supported with completing financial assessment(s) for VA Programs? |
| | iii. | How many individuals were supported with completing financial assessment(s) for other Federal or State/Territory Funded LTSS Programs? |
| c. | | onal Assessments How many individuals were supported with completing functional |
| | ii. | assessment(s) for Medicaid LTSS Programs? How many individuals were supported with completing functional |
| | | assessment(s) for VA Programs |
| | iii. | How many individuals were supported with completing functional assessment(s) for other Federal or State/Territory Funded LTSS Programs? |

Person-Centered Counseling

Person-centered counseling, thinking, and practice empowers individuals to make informed choices about their LTSS options, consistent with their personal goals and needs, and assists individuals with navigating the various organizations, agencies, and other resources in their communities. The skills and knowledge base of person-centered counseling includes:

- A personal interview to discover strengths, values, and preferences and the utilization of screenings and assessments necessary to determine potential program eligibility.
- A facilitated decision-making process that explores resources and support options, and provides tools to the individual in weighing pros and cons.
- Developing action steps toward a goal or a long term support plan and assistance in applying for and accessing support options when requested.
- Quality assurance and follow-up to ensure supports are working for the individual. The personcentered counseling function within an ADRC/NWD System embeds the state-of-the art practice for promoting individual choice, self-determination, and supportive decision-making and can be used in a variety of settings.





Note: "Person-centered counseling" used in this document is intended to describe system structures, functions, and job duties, but not intended to serve as a brand that all states/territories may use in labeling their access functions or job titles. For instance, states/territories are implementing personcentered planning in various ways, including through training programs designed to bolster and upgrade the skills of their existing Options Counselors and other staff who use different titles. It is expected that many states/territories will continue to use the term "Options Counselor" and other such job titles.

| 3. | How many individuals received Person-Centered Counseling through your state/territory's ADRC/NWD System between October 1, 2020 and March 31, 2021? |
|----|---|
| 4. | Provide the best estimate of how many marketing and outreach activities occurred specific to COVID-19 in your state/territory between October 1, 2020 and March 31, 2021? Examples of marketing and outreach activities may include virtual meetings, communication with local partners, such as VAMCs, webinars, billboards, and TV, radio, newspaper ads, and social media postings. |
| 5. | How many individuals did your state/territory's ADRC/NWD System organizations transition from an acute care hospital to their home or other community setting between October 1, 2020 and March 31, 2021? |
| 6. | How many individuals were transitioned from a nursing home to home or other community setting with the help of staff in your state/territory's ADRC/NWD System between October 1, 2020 and March 31, 2021? |
| | 6a. How many individuals were transitioned from a nursing home through the Money Follows the Person (MFP) program between October 1, 2020 and March 31, 2021? |
| 7. | How many Veterans were transitioned from a VA Medical Center to home or other community setting with the help of staff in your state/territory's ADRC/NWD System between October 1, 2020 and March 31, 2021? |



Total Number of Contacts

The total number of individuals served or total number of contacts shall include any type of contacts made with your state/territory's ADRC/NWD System organizations, regardless of which program or service the individual encountered first or regardless of whether the contact was a simple information and referral or information and assistance encounter.

8. How many unduplicated individuals did your state/territory's ADRC/NWD System serve

between October 1, 2020 and March 31, 2021?

| the listed den received pers questions 9.b.i 9.b.vi. applicable ca | Inumber of contacts between October 1, 2020 and March 31, 2021 for each of nographics in questions 9.a.i - 9.a.vi. Enter the number of those contacts that on-centered counseling between October 1, 2020 and March 31, 2021 in Individuals that meet multiple demographic categories should be counted in all tegories. For example, a 65-year-old with a disability should be counted in both the wand the "Individuals with Disabilities" row. |
|--|---|
| a. <u>Total</u> | number of individuals served |
| i. | Total number of individuals served (Age 60+) |
| ii. | Total number of individuals served (Aged 21 to 59) |
| iii. | Total number of individuals served (Age 20 and below) |
| iv. | Total number of individuals served (Unknown age) |
| v. | Total number of individuals served (Individuals with disabilities) |
| vi. | Total number of individuals served (Caregivers and informal supports) |
| b. <u>Total</u> | number of individuals that received person-centered counseling |
| i. | Total number of individuals that received person-centered counseling (Age 60+) |





| ii. | Total number of individuals that received person-centered counseling (a to 59) |
|--------------------------|--|
| iii. | Total number of individuals that received person-centered counseling (A and below) |
| iv. | Total number of individuals that received person-centered counseling (Unknown age) |
| V. | Total number of individuals that received person-centered counseling (Individuals with disabilities) |
| vi. | Total number of individuals that received person-centered counseling (Caregivers and informal supports) |
| e., Governa Yes No | executive orders) that support any of the four main ADRC/NWD functions ance, PCC, Streamlined Access, Public Outreach) in place? |
| a. If no | o, are there any legislation or Gubernatorial actions planned or in progress? Yes No |
| b. If ye | es, please select all of the following that apply to your state/territory gislation and/or Gubernatorial actions. |
| | Defines No Wrong Door Defines Person Centered Counseling or Options Counseling Defines services under No Wrong Door |
| | Designates a governing body |
| | Designates organizations as ADRCs or NWD System entities Addresses sustainability |
| | Designates organizations as ADRCs or NWD System entities Addresses sustainability Includes supports for workforce Designates funding |
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Activities Paid for by Grant Funds

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13. Please share any quantitative data or anecdotal stories that demonstrate increase in demand for recent unprecedented services and support due to the pandemic, such as assistance with accessing

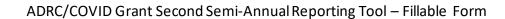


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COVID-19 testing sites, vaccine-related support (including education and outreach, scheduling vaccine appointments, etc.,) increase demand for care transitions, addressing social isolation or other areas?

| ADRC/NWD System Involvement in Vaccine Rollou | ADRC/NWD | System | Involvement | in | Vaccine | Rollou |
|---|----------|--------|-------------|----|----------------|--------|
|---|----------|--------|-------------|----|----------------|--------|

| health departments for vaccine rollout? Yes No Other, please explain 16. Please share any data that demonstrates how the ADRC/NWD is responding to the increase in demand for vaccine rollout support (i.e. increased number of volunteers by X number of individuals, | |
|--|---|
| No (if no, skip logic applied to move to question 19) a. If yes, is this support statewide or only occurring within individual local ADRC/NWD entities? Statewide Specific localities only Other, please describe | • • |
| a. If yes, is this support statewide or only occurring within individual local ADRC/NWD entities? Statewide Specific localities only Other, please describe | o Yes |
| entities? Statewide Specific localities only Other, please describe Dublic outreach and awareness (e.g. public announcements, targeted marketing push, sharing information on ADRC/NWD website, etc.) Individual outreach and awareness (e.g., direct calls or in-person visits to individuals who may be eligible) Vaccine registration (including through statewide website, 211 or in-person) Transportation Vaccine distribution site Other, please describe Other, please describe State/territory ADRC/NWD System collaborating with state, city, county or other local public health departments for vaccine rollout? Yes No Other, please explain Other, please explain Other, please explain Other, please explain Other, please explain Other, please of staff for vaccine rollout support (i.e. increased number of volunteers by X number of individuals, dedicated X number of staff for vaccine rollout activities only, increased staff hours by X amount, | No (if no, skip logic applied to move to question 19) |
| o Statewide o Specific localities only o Other, please describe | |
| o Specific localities only Other, please describe b. Please select all of the following ways that the ADRC/NWD System is involved in COVID-19 vaccine rollout? Public outreach and awareness (e.g. public announcements, targeted marketing push, sharing information on ADRC/NWD website, etc.) Individual outreach and awareness (e.g., direct calls or in-person visits to individuals who may be eligible) Vaccine registration (including through statewide website, 211 or in-person) Transportation Vaccine distribution site Other, please describe State Stat | |
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| | increase in X number of calls, etc.) |
| | |





| 17. Has your state/territory experienced any of the following barriers to providing vaccine-related support to older adults and people with disabilities? |
|---|
| Lack of coordination with public health departments or other state/local partners and agencies |
| ☐ Staff capacity and time not meeting demand |
| ☐ Difficult to recruit volunteers to support staff |
| ☐ Insufficient funding to support work |
| ☐ Reaching people in priority groups for vaccine rollout |
| ☐ Lack of access to transportation services |
| ☐ Other, please explain |
| |
| |
| Question/Comments (Optional) |
| States/territories can provide additional information on any data collection challenges encountered or comments/questions to be shared with ACL in the following textbox. |
| Comments/questions to be shared with ACL in the Johowing textbox. |
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| Validation and Final Submission |
| 40. Barrasantativa First and Last Name |
| 18. Representative First and Last Name |
| |
| 19. Please enter the date. |
| 13. Flease effici the date: |
| |
| 20. I certify the information submitted is accurate as of the date of submission. |
| ☐ Please check box to validate. |
| |

^{**}Respondents must click on the "Submit" button at the bottom of the form to submit their data. Successful submissions will be redirected to a confirmation page. If you are not redirected to the confirmation page after you have hit the "Submit" button, please contact nowrongdoor@acl.hhs.gov.