

**ATTACHMENT B
ALZHEIMER'S DAY CARE
PART TWO-PROGRAM DESIGN**

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**PROGRAM DESCRIPTION/SPECIFICATIONS
OLDER AMERICANS ACT
REQUEST FOR PROPOSAL 2015-17**

I. Program Overview

The Alzheimer's Day Care program provides day care services for seniors (Age 60+) with Alzheimer's disease or other types of dementia whose care needs and behavioral issues may make it difficult to participate in existing care programs. Group and individual activities such as music, exercise, cognitive games, small and large motor activities, socialization, and a lunch meal are offered. This program also provides respite care for families and caregivers. The State Department of Social Services (DSS) licenses these centers as community care facilities.

II. Regional Distribution Guideline for Funding and Service Unit Requirements

Please Note The interest of the RFP is for provision of county-wide services

For the purposes of planning, the percentages shown below can be used as a guideline to estimate the amount of funding and the service unit levels to include for each region(s) you are proposing to serve. For example, if proposing for the Central Region only, the guideline amount of funding would be approximately 46% of the total funding available (Section III below) and 46% of the Units of Service, County-Wide Target expected (Section IV below).

If interested in requesting more than the guideline amounts shown, please explain the reason for the request.

Region	% of Total Seniors in Sonoma County 60 Years of Age and Above Living in Each Region (Total # of Seniors in Sonoma County = 101,208)
Central	46%
Coastal	4%
North	12%
Sonoma Valley	12%
South	15%
West	11%

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III. Estimated Funding

Estimated 2015-16 funding through Title IIIB of the Older Americans Act (OAA) to provide Alzheimer's Day Care services to all regions of Sonoma County is **\$58,000.**

IV. Units of Service Requirements for Alzheimer's Day Services

Units of service are to be reported in daily increments correlating to Alzheimer's Day participants' daily attendance.

Service Unit	California Department of Aging Definition	County-Wide Target
1 Day	Alzheimer's Day Care Services: Day of attendance (four hours minimum) at a licensed Adult Day Care or Adult Day Health Care Center that provides Alzheimer's or dementia services.	1,900 Days

V. Program Requirements

Along with addressing each point listed in Part Four – Instructions for Proposal Preparation; Section III(D)-Proposal Narrative items 1-5 (page 9-11), proposal must demonstrate the proposer's ability to:

- A. Provide the number of service days your agency will be able to serve with this funding.
- B. Identify the service area(s) your agency will be serving.
- C. Deliver services at a licensed Adult Day Care or Community Based Adult Services site that provides Alzheimer's or dementia services.
- D. Provide priority to low-income seniors 60 years of age or older, to those with greatest social need, and to eligible minorities.
- E. Operate a minimum of four hours on each day of service.
- F. Provide services a minimum of two days per week.
- G. Provide a nutritional meal.
- H. Complete an assessment of dementia at intake by staff Registered Nurse and obtain verification of dementia diagnosis by a licensed physician.
- I. Provide information, counseling, and care planning to families.
- J. Report suspected abuse, neglect, or exploitation of program participants to Sonoma County Adult Protective Services and/or law enforcement.
- K. Prevent disclosure any information about the participant without written consent of the individual.
- L. Offer services free of charge.
- M. Provide each senior with the opportunity to voluntarily contribute to the cost of the service by developing a suggested contribution schedule.
 - 1. Protect the privacy of each senior with respect to contribution made.

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- 2. Establish procedures to safeguard and account for all contributions.
- N. Comply with program standards, service priorities, and responsibilities consistent with statewide standards as they are released or identified by AAA or state licensing body.
- O. Describe disaster preparedness plans and safeguards/communication systems established for clients in the event of a major disaster.

VI. Reporting Requirements

Proposals must show the proposer's ability to:

- A. Provide timely, complete, accurate, and verifiable reports.
- B. Report activities to the AAA on a monthly basis, utilizing the software or forms supplied by the AAA. Software includes using the SAMS/Harmony data collection application to comply with California Department of Aging (CDA) non-registered services requirements.
- C. Submit program performance reports in accordance with AAA requirements.