Suggested SADC Site Evaluation Tool and Guide Updates for SADC PCSPs

Good morning,

The New York State (NYS) Department of Health (DOH) would like to notify MLTC plans that the Suggested Social Adult Day Care (SADC) Site Evaluation Tool and corresponding guide have been updated and the most current versions (5/31/2023) have been added to the NYS DOH MLTC website ([MLTC Policy Documents](#)).

The Suggested SADC Site Evaluation Tool and guide have been developed as a resource to assist MLTC plans in oversight of SADC compliance with State and Federal requirements. The most recent updates provide resources to evaluate compliance with SADC Person-Centered Service Plan (PCSP) template requirements. These requirements help ensure accurate member demographic and medical information is collected, and that member preferences, methods for community integration, and needs/goals are meaningfully represented within their SADC PCSP.

There was also a small update to include two questions on ensuring the SADC has registered with New York City (NYC) Aging, if the contracted SADC site is located within the 5 boroughs. The updated user guide also contains details, based on guidance from the Centers for Medicare and Medicaid Services (CMS), on what is and is not community integration.

Summary of Updates:

Suggested SADC Site Evaluation Tool for MLTC Plans
- Instructions Tab: Updated to include information on PCSP Template Review tab.
- Contract and Oversight Tab: Added questions to confirm SADC registration with NYC Aging (DFTA).
- PCSP Template Review Tab: This is a new tab to include verifying questions to use when reviewing a SADC PCSP Template.

Suggested SADC Site Evaluation Tool Guide for MLTC Plans
- Revision History: Noted revisions made (inclusion of PCSP template review tab and addendum with PCSP template example). (Page i)
- Tool Organization Section: Added in PCSP Template review section. (Pages 13-14)
- New Section – PCSP Template Example: Added in addendum with an example of a compliant SADC PCSP template. (Pages 17-35)

Please see the following links to the most current versions (5/31/2023) of the guide and the tool:

- [Suggested SADC Site Evaluation Tool for MLTC Plans](#)

- [Suggested SADC Site Evaluation Tool Guide for MLTC Plans](#)

Please ensure your MLTC plan begins utilizing the updated tool and guide or that your plan's evaluation tool includes all assessment items in the DOH tool within 30-days.

Please contact HCBSSADCSiteAssessments@health.ny.gov with any other questions.

Thank you,

NYS DOH
Bureau of Managed Long Term Care (BMLTC)
BMLTC Surveillance Unit
Social Adult Day Care (SADC) Compliance Team