

Updated Suggested SADC Site Evaluation Tool 10/26/2022

Dear Health Plan Administrator for Partial Capitation, MAP and PACE plans:

The New York State (NYS) Department of Health (DOH) has updated the Suggested Social Adult Day Care (SADC) Site Evaluation Tool that is available on the MRT website, which should be utilized and referenced when your plan conducts their annual SADC site evaluations or are conducting the initial evaluation before contracting with a SADC. The suggested tool includes verification of State and Federal requirements, including the Home and Community Based Services (HCBS) Settings Final Rule compliance verification.

Minor edits were made to the tool, as detailed below. Please be sure to utilize the new tool going forward.

The tool can be found on the [MLTC Policy Documents](#) page, under MLTC Policy 21.05: Home and Community Based Services Social Adult Day Care Site Compliance.

- Suggested SADC Site Evaluation Tool for MLTC Plans (updated)- [\(XLSX\)](#) - [\(PDF\)](#)

Changes to Tool:

- **Cover Page:** Added version number, initial release date, and current version release date for reference.
- **Site Requirements Tab – Question 10:** Added reference to the [NYSOFA – Social Adult Day services Nutrition Requirements](#), for additional information.
- **Staff and Volunteer Checklist – Staff/Volunteer Information:** Updated fields to allow text boxes to enter the name, title, and date of hire. The original version was asking for a “response” and “comment” like the assessment questions below.
- **Staff and Volunteer Checklist – Question Numbers:** There were originally two question number 1’s. Corrected and aligned numbers.
- **HCBS Final Rule – Questions 14 & 24:** Updated phrasing so a response of “yes” means compliant and “no” requires a comment and remediation plan to come into compliance. This aligns with the other questions on the page.

Please contact hcbssadcsiteassessments@health.ny.gov with any questions.

NYS DOH
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