

Subject Line: Updated SADC/SADS PCSP Template and Updated SADC/SADS PCSP Template User Guide

Dear MLTC Health Plan Administrator,

Please share with appropriate plan staff and forward to all contracted Social Adult Day Care (SADC) sites.

The New York State Department of Health (the Department) has the following announcements that pertain to SADC and Social Adult Day Services (SADS) programs:

Announcement 1: An updated version of the [SADC/SADS Person Centered Service Plan \(PCSP\) Template](#) is now available on the SADC Home and Community Based Services (HCBS) Compliance website for immediate use.

Summary of Updates to the SADC/SADS Template:

- The Authorization Period end date was removed.
- Whether the member lives with someone who is directly involved in the member's care has been added.
- Medication Self Administration and Supervision/Monitoring were both removed from the Functional Assessment/Staff Intervention section.
- Details are added to the Community Activities section and must be completed:
 - Location
 - Day, Time, & Frequency
 - Transportation Method
- "Not interested" has been added as a selection next to "No" in the Work/Volunteer section.

Reminder: The Department encourages the use of this approved template. Should a SADC choose a different PCSP template, that template must contain at minimum, all questions included in the Department and NYSOFA jointly issued PCSP template.

Announcement 2: The [SADC/SADC PCSP Template User Guide](#) has been updated and can also be found on the SADC HCBS Compliance website for immediate use.

- This reference guide is intended to be used as a resource to assist SADC and SADS programs with completing the PCSP Template and includes guidance for the changes and additions mentioned above.

Any questions may be directed to HCBSADCSiteAssessments@health.ny.gov

Thank you,

Social Adult Day Care (SADC) Home and Community Based Services (HCBS) Compliance Team

Bureau of Managed Long Term Care (BMLTC)
Division of Health Plan Contracting and Oversight (DHPCO)

Department of Health

HCBSADCSiteAssessments@health.ny.gov

[NYS DOH SADC HCBS Compliance Website](#) | [NYS DOH Managed Long Term Care \(MLTC\) Website](#)