



**North Carolina Department of Health and Human Services
Division of Aging and Adult Services**

2101 Mail Service Center • Raleigh, North Carolina 27699-2101
Tel 919 733-3983 • Fax No. 919 733-0443

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Dennis W. Streets
Director

DAAS Administrative Letter No. 11-04

To: Department of Health Directors, Adult Day Health Specialists, Area Agency on Aging Directors, Adult Program Representatives, Program Compliance Representatives

From: Dennis W. Streets 

Subject: Revised Adult Day Health Services Certification Procedures Manual

Date: February 10, 2011

The Adult Day Care Consultants at the Division of Aging and Adult Services have worked with the staff at the Division of Public Health to revise the Adult Day Health Services Certification Procedures Manual for the Adult Day Health Specialists at the local Departments of Health.

The Adult Day Services Complaint Policy and Procedure Manual titled "Managing Complaints" was incorporated into the final draft of this manual in Appendix B. It also maybe viewed on the DAAS web site at: http://www.ncdhhs.gov/aging/ADS_Complaint_Policy.pdf

The revised Adult Day Health Services Certification Procedures Manual is available on the DAAS web site at: <http://www.ncdhhs.gov/aging/manuals.htm> or <http://www.ncdhhs.gov/aging/adcsvc.htm> or <http://www.ncdhhs.gov/aging/adhsvc.htm>

Please note that this manual supersedes prior versions of the Adult Day Health Services Certification Procedures Manual and **becomes effective as of March 1, 2011.**

If you have further questions, please contact Heather Carter or Glenda Artis at 919-733-0440 or heather.carter@dhhs.nc.gov or glenda.artis@dhhs.nc.gov