

# Notice of Instruction

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West Central Florida  
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**Notice of Instruction Number:** 100510-DOEA Programs and Services Handbook-kp

**TO:** All Provider Agencies

**FROM:** Katie Parkinson, Director of Program Management

**DATE:** October 5, 2010

**SUBJECT:** Updated DOEA Programs and Services Handbook

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The purpose of this Notice is to provide the revised version of the 2010 update to the Department's *Programs and Services Handbook (Handbook)*. The revised Chapters 2, 4 and Appendix A are attached. A summary of the most recent corrections is also attached.

The changes to Chapter 2 and Appendix A, except for the "Nutrition" section, are effective immediately. The revisions to Chapter 4 and the "Nutrition" section of Appendix A will be implemented with the January 2011 Older Americans Act contract.

The updated *Handbook has not yet* posted by the Department of Elder Affairs. As soon as the *Handbook* is made available on-line, WCFAAA will notify all providers.

Thank you for your cooperation and assistance in implementing the updated *Handbook*. If you have any questions, please contact your program manager.

Attachments (click on link below to open):

[Summary of Changes](#)

[Chapter 2](#)

[Chapter 4](#)

[Appendix A](#)