



Notice of Instruction

Notice of Instruction Number 102822: Attestation of Compliance Forms

TO: All PSA 6 Providers

FROM: Abbie Walters, Senior Contract Manager

DATE: October 28, 2022

SUBJECT: Attestation of Compliance Forms

The purpose of this Notice is to inform service providers of a change to the Department of Elder Affairs (DOEA) Forms 235 and 236. This change impacts Area Agencies on Aging, services providers, and any local subcontractors and vendors that contract directly or indirectly with the DOEA. It is the responsibility of the service provider to inform their subcontractors and vendors of this update.

The attachments to this Notice replace:

- DOEA Form 235, Attestation of Compliance – Employer Form (dated January 19, 2021 including Secretary Richard Prudom, issued with NOI #012221) and
- DOEA Form 236, Attestation of Compliance – Candidate Form (dated February 18, 2021 including Secretary Richard Prudom, issued with NOI #021921).

These forms are now available on the DOEA website under Background Screening at the following location:

<https://elderaffairs.org/about-us/background-screening/background-screening-clearinghouse-training-accessing-the-clearinghouse/>.

Each Area Agency on Aging, service provider, subcontractor, and vendor that contracts directly or indirectly with the DOEA shall solely use the updated forms effective immediately.

If you have questions, please contact your contract manager. Thank you.

Attachments:

DOEA Form 235, Attestation of Compliance – Employer Form (dated January 19, 2021 including Secretary Michelle Branham)

DOEA Form 236, Attestation of Compliance – Candidate Form (dated February 8, 2022 including Secretary Michelle Branham)