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| LOCAL COMMISSIONERS MEMORANDUM |
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DSS-4037EL (Rev. 9/89)

Transmittal No: 94 LCM-136

Date: November 16, 1994

Division: Office of Housing
and Adult Services

TO: Local District Commissioners

SUBJECT: Protective Services for Adults (PSA): Audit Process

ATTACHMENTS: None

As you know, since 1986 the Department has conducted audits of the Protective Services for Adults (PSA) programs of the local social services districts to measure compliance with State standards and service delivery performance. In the Spring of 1995 a new round of PSA audits will begin.

In an effort to make the PSA audit process as responsive as possible to the needs of the local social services districts, staff of the Department's Office of Housing and Adult Services and Office of Quality Assurance and Audit have participated with local district staff on the PSA Audit Workgroup, which was convened by the New York Public Welfare Association's Adult Services Program Forum. A major product developed by this workgroup is a new set of audit forms and instructions which:

- ° incorporate the PSA Intake standards set forth in 93 ADM-23; and
- ° place more emphasis on the qualitative aspects of the PSA standards such as referral response, assessment and eligibility decisions, service plan development and implementation and client monitoring activities, and less emphasis on technical and paperwork issues.

Within the next two weeks, a copy of the revised audit forms and instructions will be sent to your Director of Services for review and comment by your adult services staff. We trust that your staff will take advantage of this opportunity so we will be able to assure that the forthcoming PSA audits will be responsive to your needs and concerns.

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If you or your staff have any questions, please contact Gregory Giuliano at (518) 432-2980. Thank you for your attention to this matter.

Peter R. Brest
Associate Commissioner
Office of Housing and Adult Services