

**Virginia Department for the Aging
Disease Prevention and Health Promotion**

Question: We offer disease prevention and health promotion activities to groups of seniors. How do we report this in AMR and AIM?

Answer: Only individual hours may be reported in AIM and the AMR. Individual health risk assessments or individual nutrition counseling are examples of service activities provided one-on-one to an individual senior.

Even though group hours and contacts are not reported to VDA, agencies may continue to provide service activities to more than one person or in a group setting. Your agency will decide whether to continue to track group hours internally.

Question: We provide disease prevention and health promotion activities at community health fairs. It is very time intensive to have seniors fill out the Virginia Service – Quick Form, and some seniors resent the questions.

Answer: The Virginia Service – Quick Form is required only if individual hours will be entered into the AIM system and if Part “A” Uniform Assessment Instrument is not completed. Use of the Virginia Service – Quick Form is recommended, but not required, if there are only group hours or contacts that will not be entered into AIM.

You must present the Virginia Service – Quick Form to the senior if you wish to enter the individual hours into AIM and AMR. The senior may elect to not provide all of the information.

Each AAA will need to make a decision about whether to enter individual information for seniors attending a health fair if only 5 – 10 minutes will be reported.

Question: How do we report “persons served?”

Answer: “Persons served” are the number of seniors (unduplicated) who are provided with the service and who receive individual hours. Individual hours are the number of hours spent one-on-one providing the service to the individual senior.

Persons who receive the service in a group setting (more than one person), such as attending a group presentation, are not reported to VDA through AIM or AMR. Your agency will decide whether to continue to track group hours internally.