

Title III Data Elements and Definitions

Title III-E Caregiver Services

Title III-E Caregiver services in the New State Performance Report (SPR) include counseling, training, respite, supplemental services, case management, support groups, information and assistance, and information services. Data on these services are collected for both Caregivers of Older Adults and for Older Relative Caregivers.

- **Caregivers of Older Adults**

- An adult family member, or another individual
- Informal provider of in-home and community care to an:
 - Older individual
 - Individual with Alzheimer's disease or a related disorder

- **Older Relative Caregivers**

- Caregiver who is age 55 or older
- Are related to the individual they provide care for
- Lives with, provides informal care, and is the primary caregiver for a child or an individual with a disability

Service	Unit	Definition
Counseling	Hours	A service designed to support caregivers and assist them in their decision-making and problem solving. Counselors are service providers that are degreed and/or credentialed as required by state policy, trained to work with older adults and families and specifically to understand and address the complex physical, behavioral and emotional problems related to their caregiver roles. This includes counseling to individuals or group sessions.
Training	Hours	A service that provides family caregivers with instruction to improve knowledge and performance of specific skills relating to their caregiving roles and responsibilities. Skills may include activities related to health, nutrition, and financial management; providing personal care; and communicating with health care providers and other family members. Training may include use of evidence-based programs; be conducted in-person or on-line, and be provided in individual or group settings.
Respite	Hours	A service which offers temporary, substitute supports or living arrangements for care recipients in order to provide a brief period of relief or rest for caregivers.
In-Home Respite	Hours	A respite service provided in the home of the caregiver or care receiver and allows the caregiver time away to do other activities.
Out-of-Home Respite (Day)	Hours	A respite service provided in settings other than the caregiver/care receiver's home, including adult day care, senior center or other non-residential setting (in the case of older relatives raising children, day camps), where an overnight stay does not occur.

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Title III-E Caregiver Services – Continued

Service	Unit	Definition
Out-of-Home Respite (Overnight)	Hours	A respite service provided in residential settings such as nursing homes, assisted living facilities, and adult foster homes (or, in the case of older relatives raising children, summer camps), in which the care receiver resides in the facility (on a temporary basis) for a full 24 hour period of time.
Other Respite	Hours	A respite service provided using OAA funds in whole or in part, that does not fall into the previously defined respite service categories.
Case Management	Hours	A service provided to a caregiver, at the direction of the caregiver by an individual who is trained or experienced in the case management skills that are required to deliver services and coordination; and to assess the needs, and to arrange, coordinate, and monitor an optimum package of services to meet the needs of the caregiver.
Supplemental Services	Reported by Data Submitter	Goods and services provided on a limited basis to complement the care provided by caregivers.
Support Groups	Sessions	A service led by a individual who meets state policy requirements to facilitate caregiver discussion of their experiences and concerns and develop a mutual support system. For the purposes of Title III-E funding, caregiver support groups would not include “caregiver education groups,” “peer-to-peer support groups,” or other groups primarily aimed at teaching skills or meeting on an informal basis without a facilitator that possesses training and/or credentials as required by state policy.
Information and Assistance	Contacts	A service that provides the individuals with current information on opportunities and services available to the individuals within their communities; assesses the problems and capacities of the individual; links the individual to services; ensures that the individual receives services they are in need of; and services the entire community of older adults.
Information Services	Activities	A public and media activity that conveys information to caregivers about available services, including in-person interactive presentations, booth/exhibits, or radio, TV, or Web site events. This service is not tailored to the needs of the individual.

Consumer Demographics

- Consumer demographic information is reported in the aggregate in the Consumer Summary section for **Caregivers Receiving Registered Services** and for **Older Relative Caregivers**.
- Consumer demographics are reported only for registered services. For Title III-E, this includes counseling, training, respite (all types), supplemental services, and case management.
- Each consumer demographic element is stratified by **At or Below Poverty**.

Data Element	Terms	Definition
Age Distribution	<ul style="list-style-type: none"> • 18-49 • 50-59 • 60 – 64 • 65 – 74 • 75 – 84 • 85 and above • Age missing • Total Persons Served* 	A person’s age as of the last day of the federal fiscal year reported.
Ethnicity Distribution	<ul style="list-style-type: none"> • Hispanic or Latino • Not Hispanic or Latino • Ethnicity Missing • Total Persons Served* 	Self-identification of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin.
Gender Distribution	<ul style="list-style-type: none"> • Female • Male • Other • Gender missing • Total Persons Served* 	One’s inner sense of one’s own gender.
Geographic Distribution	<ul style="list-style-type: none"> • Rural • Non-rural • Geographic distribution missing • Total Persons Served* 	Type of developed environment in which the consumer lives as defined by the rural-urban commuting area (RUCA) codes defined at the zip code level. – Please refer to the USDA Economic Research Service website (https://www.ers.usda.gov/data-products/rural-urban-commuting-area-codes/) for the most recently updated RUCA codes.
Minority Status	<ul style="list-style-type: none"> • Minority • Not minority • Minority status missing • Total Persons Served* 	Racial and ethnic minority populations are defined as: Asian American, Black or African American, Hispanic or Latino, Native Hawaiian and Pacific Islander, American Indian and Alaska Native.

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Consumer Demographics – Continued

Data Element	Terms	Definition
Poverty Status Distribution	<ul style="list-style-type: none"> • At or Below Poverty • Above Poverty • Poverty Status Missing • Total Persons Served* 	An individual's household income as it relates to the U.S. Department of Health and Human Services (HHS) poverty guidelines as published each year in the Federal Register.
Race Distribution	<ul style="list-style-type: none"> • American Indian or Alaska Native • Asian or Asian American • Black or African American • Native Hawaiian or Pacific Islander • White • Race Missing • Total Persons Served 	Self-identification with one or more national origin or socio-cultural group.
Relationship Distribution	<ul style="list-style-type: none"> • Husband • Wife • Domestic partner, including civil union • Son/son-in-law • Daughter/daughter-in-law • Sister • Brother • Other relative • Non-relative • Relationship missing • Total Persons Served* 	The familial relationship of the caregiver to the care recipient.

Title III Data Elements and Definitions

Title III-E Expenditures

Expenditures data will need to be reported for each Title III-E service, as well as for Title III as a whole.

Data Element	Definition
Title III Expenditure	Outlays or payments made by the SUA and/or AAAs using Title III-E OAA federal funds to provide an allowable service.
Other: State Expenditure	Outlays or payments made by the SUA and/or AAAs using state funds to provide an allowable service.
Other: Non-State Expenditure	Outlays or payments made by the SUA and/or AAAs using non-state funds to provide an allowable service. This may include but is not limited to: local funding (governmental and non-governmental), non-Title III federal funding (e.g. SSBG), and private funding.
Program Income Expended	Gross income earned by the non-Federal entity that is directly generated by a supported activity or earned as a result of the Federal award during the period of performance except as provided in OAA §75.307(f): https://www.govinfo.gov/content/pkg/CFR-2016-title45-vol1/xml/CFR-2016-title45-vol1-chapA.xml#seqnum75.307
Total Expenditure	Total expenditures for all services. This element is system-generated in OAAPS.
Total Expenditure Per Unit	Total expenditures divided by total service units. This element is system-generated in OAAPS.

Title III-E OAAPS Resources

- [Title III-E Data Elements Webinar](#)
- [Title III-E Short Videos](#)
- [State Program Report \(SPR\), Appendix A: Data Element Definitions](#)
- [Title III SPR Upload Template](#)

Need Assistance?

Title III New SPR/OAAPS Technical Assistance Needs:
Contact: OAAPS Help Desk
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