

**SAN MATEO COUNTY AGING AND ADULT SERVICES  
COMMISSIONS AND PROVIDER SERVICES UNIT**

**HOME DELIVERED MEALS (HDM) ASSESSMENTS**

**INITIAL/PRIMARY ASSESSMENT**

The intent of this document is to determine the eligibility of a person requesting or referred to the home-delivered meal service. This initial assessment is required by Older Americans' Act and Older Californian's Act regulations (Title 22, Division 1.8, Chapter 4.(1), Article 5, Section 7638.3) for all prospective clients age 60 years or older and by the County for prospective clients age 18-59 years of age for the Supplemental Home Delivered Meals Program. This form is to be completed in the home with every potential client within two weeks of beginning meal service. A referral to nutrition counseling will be made as appropriate.

**REASSESSMENT**

HDM Reassessments are required quarterly. These shall be done in the home of the participant at least every other quarter. This means a face-to-face reassessment needs to be completed every six months with each recipient at a minimum.

The purpose of the HDM Reassessment is to determine continued eligibility, note changes in the recipient's circumstances, and provide referrals to additional health and social services as needed. When in the home, reassessment includes observing the recipient's environment, including facilities for refrigerating and warming food.

Additional client phone communication beyond the reassessments can be recorded on the Telephone Contact form as needed.