Date: March 26, 2020  
To: Community-Based Adult Services (CBAS) Center Administrators and Program Directors  
From: California Department of Aging (CDA) CBAS Branch  
Subject: Temporary Suspension of Monthly Statistical Summary Report (MSSR) Reporting

Purpose
This All Center Letter (ACL) is to notify CBAS providers of the temporary suspension of MSSR reporting.

Background
CBAS providers are required to submit the MSSR by the 10th of each month, for the previous month’s data, to the CDA CBAS Branch. The current COVID-19 pandemic has had a significant effect on CBAS provider operations, resulting in the temporary halt or redesign of service delivery to participants.

What Does This Mean for CBAS Providers?
Due to these unprecedented circumstances statewide, CDA is suspending the monthly MSSR reporting requirement for 60 days. This suspension is in effect for the reporting periods of March and April. CDA will provide further guidance should this suspension need to be extended.

Questions
Please contact the CBAS branch if you have any questions: (916) 419-7545; cbascda@aging.ca.gov.