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GOVERNOR



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DIRECTOR

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STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES

Social Services Division
810 Richards Street, Suite 400
Honolulu, Hawai'i 96813-4700

August 16, 2017

Dear Caregiver:

Re: Personal Needs Allowance (PNA)

It has come to the attention of the Department of Human Services, Adult Protective and Community Services Branch (APCSB), that in some instances, your residents may not be receiving their personal needs allowance (PNA) or the PNA is not being spent on behalf of your residents.

Effective July 1, 2007, Section 346D-4.5(c), Hawaii Revised Statutes (HRS), increased the monthly personal needs allowance (PNA) from \$30 to \$50 for residents receiving Supplemental Security Income (SSI) benefits and residing in the following settings:

1. Adult Residential Care Homes (ARCHs);
2. Expanded ARCHs;
3. Developmental Disabilities Domiciliary Homes;
4. Community Care Foster Family Homes (CCFFHs); and
5. Developmental Disabilities Adult Foster Homes.

The monthly check from Social Security Administration (SSA) includes your resident's SSI benefits and the PNA. This letter is being sent to you as a reminder that you must make sure that your residents receive their monthly \$50 PNA.

If your resident is not able to spend the PNA without assistance, you may spend the PNA on behalf of your resident, but you must have a monthly written record with receipts to show how you spent the money. If you do not give your resident the monthly \$50 PNA or if there are reported allegations of the PNA being used for anything other than the needs of the resident, this could result in an Adult Protective Services (APS) investigation.

The Department of Human Services, Adult Protective and Community Services Branch (APCSB), is asking for your assistance to ensure your residents receive their monthly PNA for their personal

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payment increase is for the personal use of your residents, and is not an increase to the room and board rates for caregivers.

APCSB is asking for your assistance to ensure this one-time retroactive payment increase is given to your residents for their personal use. We appreciate your cooperation with this matter. If you have questions, please contact Ray Rice, Assistant Program Administrator, APCSB, at (808)587-4362.

Sincerely,



Elliot Kano, Administrator
Adult Protective and Community Services Branch

C: Pankaj Bhanot, Director
Kayle Perez, A-SSDA
Keith Ridley, Chief, DOH/OHCA
Tracey Comeaux, Branch Chief, DOH/DDD/OCB
Jennifer La-a, Branch Chief, DOH/DDD/CMB
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Licensed Case Management Agencies