MEMORANDUM

TO: AGING & ADULT SERVICES COMMISSION

THROUGH: SHIREEN McSPADDEN, EXECUTIVE DIRECTOR

FROM: CINDY KAUFFMAN, DEPUTY DIRECTOR
       JOHN TSUTAKAWA, DIRECTOR OF CONTRACTS

DATE: SEPTEMBER 6, 2017

SUBJECT: GRANT MODIFICATION: FAMILY CAREGIVER ALLIANCE (NON-PROFIT) TO PROVIDE FAMILY CAREGIVER SUPPORT PROGRAM

<table>
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<th>GRANT TERM:</th>
<th>Current</th>
<th>Modification</th>
<th>Revised</th>
<th>Contingency</th>
<th>Total</th>
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<td>7/1/17-</td>
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<td>6/30/18</td>
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<td>6/30/18</td>
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| TOTAL GRANT AMOUNT: | $398,283 | $250,000 | $648,283 | $64,828 | $713,111 |

| ANNUAL AMOUNT: | Revised |
|               | FY 17/18 | FY 17/18 |
| AMOUNT:       | $398,283 | $648,283 |

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<tr>
<th>Funding Source MODIFICATION FUNDING:</th>
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<th>Federal</th>
<th>Contingency</th>
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| PERCENTAGE: | 100% | 0% | 0% | 100% |

The Department of Aging and Adult Services (DAAS) requests authorization to modify the existing grant with Family Caregiver Alliance for the one-year period of July 1, 2017 to June 30, 2018 for an additional $250,000 for a new grant amount of $648,283 plus 10% contingency for a total amount not to exceed $713,111. The purpose of the grant modification is to increase and expand the services provided by the Family Caregiver Support Program.

**Background**

The reauthorization of the Older Americans Act in the year 2000 established the National Family Caregiver Support Program that calls for service provision to family caregivers. The service designs in San Francisco adhere to the requirements set forth in the Older Americans Act Title III Part E – National Family Caregiver Support Program.
Services to be Provided
Family Caregiver Alliance provides assistance to San Francisco residents who are informal caregivers as defined in Title III-E of the Older Americans Act, in maintaining quality homecare and establishing cultural and linguistic competency support groups for caregivers. The grantee provides information, assistance, counseling, training, support groups, and temporary respite care to caregivers. The grantee also performs community outreach to make the public aware of the caregiver services available.

The modification will expand these current services and will further enhance and provide for innovative outreach and support to caregivers, including online support. The grantee will incorporate the innovative technology in Family Caregiver Alliance’s online assessment tool, Care Journey, to reach a higher percentage of Asian American family caregivers in San Francisco. Community programs and online training with newly translated caregiver resources will increase consumer educational opportunities on family caregiver issues. The Grantee will provide increased professional education for Self Help for the Elderly staff on use of FCA Care Journey and best practice caregiver support. This training includes orientation to a client follow-up model post caregiver assessment with check-in and reassessment activities at designated time intervals.

Performance
Program Monitoring: A program monitoring for Family Caregiver Alliance was conducted on February 23, 2017. The Department found no programmatic monitoring findings and found the Grantee to have satisfactory performance on service and outcome objectives.

Fiscal Compliance and Contract Monitoring: A standard fiscal and contract compliance monitoring for Family Caregiver Alliance was conducted on March 10, 2017 for the Fiscal Year 16-17. The Department found no fiscal and compliance monitoring findings and found the Grantee in compliance with all City contracting requirements.

Selection
Contractor was selected through Request for Proposals #584, which was competitively bid in January 2014.

Funding
Funding for this modification is provided by County General Funds.

Attachments
Appendix A-1, Scope of Services
Appendix B-1, Budget
Appendix F-1, Site Chart
APPENDIX A-1 SERVICES TO BE PROVIDED BY GRANTEE

FAMILY CAREGIVER ALLIANCE
FAMILY CAREGIVER SUPPORT PROGRAM

July 1, 2017 to June 30, 2018 (Revised 8/30/17)

I. Purpose

The purpose of this grant is to assist San Francisco residents who are caregivers of older adults (60 years of age or older) or under 60yrs with a diagnosis of Alzheimer’s disease.

II. Definitions

| ADA Compliance (Disability Access and Reasonable Accommodation Requirements) | The grantee shall comply with the Americans with Disabilities Act (ADA) that requires that people with disabilities have equal opportunity to participate in its programs and services. The ADA does not allow denial of entry to City-funded programs, benefits, activities or services, simply because of a disability. Communication Access - The ADA requires that City-funded agencies communicate to people with disabilities in a manner that is as effective as communication with others. This may require providing services such as: Large print or Braille (for people with visual impairments), ASL interpreters or captioning (for people with hearing impairments), Readers (for people with learning disabilities, or other cognitive or visual impairments), Communicating via TTY or the California Relay Service (by dialing 7-1-1)
  
Programmatic Access - The ADA also requires that City-funded agencies modify their policies, practices and procedures in order to provide equal access for a person with a disability. Examples of this may include: Assistance in filling out forms; An appointment so a person does not have to wait in a long line or in a crowded and noisy room; Changing a work assignment to accommodate a person’s disability
  
Architectural Access - The ADA also requires that a program’s service areas, including bathrooms, public telephones, drinking fountains, etc., be architecturally accessible to people with disabilities. In addition, the grantee shall: Post signs in lobbies and in other waiting areas, in several languages, informing clients of their right to assistance and/or accommodations as persons with disabilities; Provide a process and develop forms for clients to request reasonable accommodations and modifications, which may include a Release of Medical Information Form and Certification of Medical Need Form; Require medical verification when applicable to establish the need for an accommodation; Require intake workers to engage in the interactive process with clients to determine any special needs or requests for accommodations and note this information in the clients’ record; Make formal arrangements with interpreting services or community groups for competent and timely interpreter services for deaf/hard of hearing clients; Allow but not require clients to provide their own sign language interpreter; Allow minors (under 18) to act as interpreters for clients only in emergencies or extenuating circumstances; Provide training to ensure that staff have a better understanding of, and sensitivity to, individuals with disabilities; Provide notice to and train all staff, particularly client contact staff, with respect to the Agency’s obligation to provide equal services to people with disabilities, and on the disability/accommodation policies and the procedures to be followed in securing such assistance in a timely manner; Insert notices, in appropriate languages, about the right of people with disabilities to equal |

Family Caregiver Alliance
FCSP

Appendix A-1
<table>
<thead>
<tr>
<th>Care Receiver – Older Adults</th>
<th>An older individual (60 years of age or older) or an individual (of any age) with Alzheimer’s disease or related disorder with neurological and organic brain dysfunction. [Section 302(3) of the OAA]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Care Giver</td>
<td>An adult (18 years or older) family member or another individual (e.g., friend or neighbor) who is an informal (i.e., unpaid) provider of in-home or community care to a care receiver.</td>
</tr>
<tr>
<td>Caregiver Support</td>
<td>To provide individual counseling, organization of support group and caregiver training to caregivers to assist the caregiver in making decisions and solving problems relating to their care giving roles.</td>
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<tr>
<td>Child</td>
<td>An individual who is not more than 18 years of age or who is an individual (of any age) with a disability. [Section 372(a)(1) of the OAA]</td>
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<tr>
<td>DAAS</td>
<td>Department of Aging and Adult Services of the San Francisco Human Services Agency</td>
</tr>
<tr>
<td>Division 21-100</td>
<td>Division 21-100 Nondiscrimination in State and Federally Assisted Programs require that grantees administer their program(s) in a nondiscriminatory manner and in compliance with civil rights obligations and to accommodate non-English-speaking or limited-English-proficient individuals and individuals with disabilities or impairments. At a minimum, grantee must provide the following: Procedures for informing clients of their civil rights; Policies and procedures for handling complaints filed with or against a Contractor/Grantee; Policies and procedures that ensure Contractors/Grantees accommodate individuals with hearing impairments, visual impairments and other disabilities; Policies and procedures that ensure that Contractors/Grantees provide appropriate language services, including a breakdown of bilingual/interpreter staff and a description of how written information is communicated to non-English speaking clients; and Policies and procedures for ensuring that Contractor staff are adequately trained in the requirements of Division 21 [<a href="http://www.dds.cahwnet.gov/getinfo/pdf/3cfcman.pdf">http://www.dds.cahwnet.gov/getinfo/pdf/3cfcman.pdf</a>]</td>
</tr>
<tr>
<td>Disability</td>
<td>Disability is an umbrella term for impairments, activity limitations, and participation restrictions. A disability attributable to mental or physical impairment, or a combination of mental and physical impairments, that results in substantial functional limitations in 1 or more of the following areas of major life activity: self-care, receptive and expressive language, learning, mobility, self-direction, capacity for independent living, economic self-sufficiency, cognitive functioning, and emotional adjustment.</td>
</tr>
<tr>
<td>Grandparent</td>
<td>Grandparent, step-grandparent, or any other older relative of a child by blood, marriage, or adoption who is 55 years of age or older, living with the child, and identified as the primary caregiver through a legal or informal arrangement.</td>
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<tr>
<td>HSA</td>
<td>San Francisco Human Services Agency</td>
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</table>
| OOA                        | Office on Aging, a unit within the Department of Aging and Adult Services of the San Francisco Human Services Agency
<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Program requirements found in the Older Americans Act (OOA), Title III, Part E, Sections 371 through 374. California Department of Aging Program Memorandum PM 08-03 (P)</th>
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</thead>
<tbody>
<tr>
<td>Purchaser</td>
<td>Director of Purchasing of the City and County of San Francisco, or designated agent.</td>
</tr>
<tr>
<td>Web-based Consumer and Service Reporting</td>
<td>A web-based application developed for DAAS staff and its service providers to maintain and track services provided and consumers served citywide. Minimum computer requirements to access the application includes Windows 2000, Internet Explorer 6.0, and Adobe Acrobat 5.0</td>
</tr>
<tr>
<td>SOGI</td>
<td>Sexual Orientation and Gender Identity, a result of Ordinance No. 159-16 which amended the San Francisco Administrative Code to require City departments and contractors that provide health care and social services to seek to collect and analyze data concerning the sexual orientation and gender identity of the clients they serve (Chapter 104, Sections 104.1 through 104.9.)</td>
</tr>
</tbody>
</table>

III. **Target Population**
- A Caregiver residing in San Francisco
- Low Income
- Non or limited – English speaking
- Minority
- Frail
- Lesbian/Gay/Bisexual/Transgender

IV. **Eligibility for Family Caregiver Support Services**
In order to obtain services, an individual must meet the following criteria:

Be an adult (18 years of age or older) family member or another individual (e.g., friend, neighbor, or volunteer) who is an informal (i.e., unpaid) provider of in-home or community care to a care receiver.

V. **Location and Time of Services**
The details of the sites and operation hours are as attached in the Site Chart (Appendix F-1).

VI. **Services to be Provided**
The following are the service categories that will be funded for the Family Caregiver Program. Services and program operations must conform to Older American Act Title III-E program regulations, and include the following:

**Note:** FCA – Family Caregiver Alliance, KI – Kimochi, OH – Openhouse, SHE – Self Help for the Elderly

**INFORMATION SERVICES**
*Information Services* means the provision of public information on caregiving and/or community education on caregiving, including information about available services. UNIT: 1 activity

*Public Information on Caregiving* means an *Information Service* designed to provide information about available Family Caregiver Support Program FCSP and other caregiver support resources and services by disseminating publications, conducting media campaigns, and maintaining electronic
information systems. *ex: quarterly newsletter = four activities, public announcement aired multiple
times = one activity UNIT: 1 activity UNIT: 13 FCA/ 2 SHE = 15

Community Education on Caregiving means an Information Service designed to educate groups of
current or potential caregivers and those who may provide them with assistance about available
FCSP and other caregiver support resources and services. *ex: booth at spring and fall health fairs =
two activities. UNIT: 31 FCA = 31

ACCESS ASSISTANCE
Access Assistance means the provision of caregiver outreach, caregiver information and assistance,
and caregiver interpretation/translation services in order to link caregivers to the opportunities and
services that are available. UNIT: 1 contact

Caregiver Outreach means an Access Assistance service involving interventions (one-on-one
contacts with individuals) initiated by an agency or provider for the purpose of identifying caregivers
and encouraging their use of existing caregiver support services. *ex: staff initiated well-being checks
via phone call or direct contact. UNIT: 125 OH/ SHE = 250

Caregiver Information and Assistance means an Access Assistance service that: 1) provides
caregivers with information on services available within the communities, including information
related to assistive technology and information particularly for older individuals at risk of
institutional placement, 2) links caregivers to the services and opportunities that are available within
the communities; and to the maximum extent practicable, establishes adequate follow-up procedures
(caregiver may remain anonymous & refuse follow-up contact). UNIT: 185 FCA/ 110 SHE = 295

Caregiver Interpretation/Translation means an Access Assistance service for the provision of
bilingual communication assistance to a caregiver in order to access assistance and receive support
for his or her caregiving responsibilities. *ex: staff interpreting dialogue between caregiver and care
consultant, staff translating an elder’s prescription drug label for his caregiver.
UNIT: 100 KI / 75 SHE = 175

SUPPORT SERVICES
Support Services means the provision of caregiver assessment, caregiver counseling, caregiver peer
counseling, caregiver support groups, caregiver training, and (if necessary) caregiver case
management. UNIT: 1 hour (time includes preparation, service provision, related travel)

Caregiver Assessment means a Support Service conducted by persons trained and experienced in the
skills required to deliver the service that should result in a plan that includes emergency back-up
provisions and is periodically updated; and will explore options and courses of action for caregivers
by identifying their: 1) Willingness to provide care; 2) Duration and care frequency preferences; 3)
Caregiving abilities; 4) Physical health, psychological, social support, and training needs; 5)
Financial resources relevant to caregiving; and 6) Strengths and weaknesses within the immediate
caregiving environment and (caregiver’s) extended informal support system.
UNIT: 255 FCA / 30 OH/ 125 SHE = 380

Caregiver Counseling means a Support Service provided to a caregiver by a person appropriately
trained and experienced in the skills required to deliver the level of counseling service, which may
range from guidance with the responsibilities of the caregiving role to therapy for stress, depression
and loss, but must include assistance to caregivers in the area of health, nutrition and financial
literacy; and: 1) May involve his or her informal support system; and 2) May be individual direct
sessions and/or telephone consultations. UNIT: 250 FCA/ 325 KI/120 OH/ 100 SHE = 795
**Caregiver Peer Counseling** means a Support Service provided by experienced volunteers on the condition that appropriate training and qualified supervision protocols are in place.

**Caregiver Support Group** means a Supportive Service provided to a group of 3-12 caregivers that is led by a competent facilitator; conducted at least monthly within a supportive setting or via a controlled access, moderated online or through teleconference approach; for the purpose of sharing experiences and ideas to ease the stress of caregiving and enhancing decision making and problem solving related to their caregiving roles. This service must also include assistance to caregivers in the area of health, nutrition and financial literacy. **UNIT: 36 FCA / 175 KI / 180 OH = 391**

**Caregiver Training** means a Supportive Service consisting of workshops or one-on-one individually tailored sessions, conducted either in person or electronically by a skilled trainer, to assist caregivers in developing the skills and gaining the knowledge necessary to meet and enhance their caregiving roles; and shall address the areas of health, nutrition, and financial literacy.

Examples of other areas of trainings may include daily care management, disease progression behavior interventions and coping skills, assistive technology and home adaptation options, supplemental resources and services, legal issues and family caregiver rights, and emergency and long-term care planning. **UNIT: 120 FCA / 60 KI / 118 OH / 75 SHE = 373**

**Case Management** means a Support Service provided by a person who is trained and experienced in the skills that are required to coordinate and monitor the provision of formal caregiver-related services in circumstances where caregivers are experiencing diminishing capacities due to mental impairment or temporary severe stress and/or depression. **UNIT: 40 FCA / 110 SHE = 150**

**RESPITE CARE**

Respite Care means a brief period of relief or rest from caregiving responsibilities, and is provided to caregivers on an emergency basis in a manner that responds to the individual needs and preferences of the caregivers and their care receiver rather than a pre-established set amount offered on a “first come, first served” waiting list basis. Respite Care shall be provided only to a caregiver of a care receiver having two or more activities of daily living limitations or a cognitive impairment, or to a caregiver who is the grandparent or older adult relative caring for a child. Examples of temporary respite care: **Intermittent** – Time off a few hours once a week for a limited time to give the caregiver a planned or unscheduled break. **Occasional** – Time off for the caregiver to attend a special event. **Emergency** – Extended break to address an intervening circumstance, such as caregiver emotional stress or hospitalization and recovery. **UNIT: 1 hour (time includes service provision and related travel). UNIT: 2,353 FCA = 2,353**

Respite In-Home Personal Care means Temporary Respite Care that includes the provision of care receiver assistance with eating, bathing, toileting, transferring, and/or dressing (along with care receiver supervision and related homemaker assistance) by an appropriately skilled provider.

Respite Home Chore means Temporary Respite Care that includes an appropriately skilled provider or volunteer assisting a caregiver with heavy housework, yard work, and/or sidewalk and other routine home maintenance (but not structural repairs) associated with caregiving responsibilities.

Respite Out-of-Home Day means Temporary Respite Care where the care receiver attends a supervised/protective, congregate setting during some portion of a day, and includes access to social and recreational activities.
*Respite Out-of-Home Overnight* means *Temporary Respite Care* where the care receiver is temporarily placed in a supervised/protective, residential setting for one or more nights, and may include access to nursing and personal care.

**SUPPLEMENTAL SERVICES**
Supplemental services means caregiver-centered assistance offered on a limited basis to support and strengthen the caregiving efforts. Supplemental services shall be provided only to a caregiver of a care receiver having two or more activities of daily living limitations or a cognitive impairment, or to a caregiver who is the grandparent or older adult relative caring for a child. UNIT: one occurrence

*Assistive Devices for Caregiving* means a supplemental service involving the purchase, rental and/or service fee of any equipment or product system (ranging from a lift chair or bathtub transfer bench to an electronic pill dispenser or emergency alert fall prevention device that will facilitate and enhance the caregiving role. Unit definition: on device for on client equals one occurrence. **UNIT:** 5 **SHE** = 5

*Home Adaptations for Caregiving* means a supplemental service that makes any minor or major physical change to the home in order to facilitate and enhance the caregiving role (ranging from installation of grab bars or replacement of door handles to construction of an entrance ramp or roll-in shower.) Unit definition: one modification to one home equals one occurrence.

*Caregiving Services Registry* means a supplemental service that recruits, screens, and maintains a listing of dependable, qualified self-employed homemaker or respite care workers who may be matched with caregivers willing to utilize personal resources to pay for assistance with their caregiving responsibilities. Both the caregiver and self-employed worker will be 1) advised about appropriate compensation and workplace performance expectations; and 2) provided with follow-up to ensure the match is functioning effectively. Unit definition: one hour of service equals one occurrence. **UNIT:** 50 **KI** = 50

*Caregiver Financial Consultation* means a supplemental service provided by a person who is trained and experienced in the skills that are required to provide financial advice and guidance to a caregiver on how to manage additional financial responsibilities and burdens associated with his or her caregiving role. Unit definition: one hour equals one occurrence.

*Caregiver Legal Assistance* means a supplemental service involving legal advice, counseling, or administrative and judicial representation by an attorney (or paralegal and law student acting under the direct supervision of an attorney) that is provided to a caregiver with legal needs associated with his or her caregiving responsibilities. Unit definition: one hour equals one occurrence. **UNIT:** 36 **FCA** = 36

**Total Supplemental Services** UNIT: 36 **FCA** / 75 **KI** / 5 **SHE** = 116

*Caregiving Emergency Cash/Material Aid* means a supplemental service that arranges for and provides assistance to caregivers in the form of commodities, surplus food, emergency cash, discount cards, and vouchers that will help meet identified needs associated with an individual caregiver’s responsibilities. Unit definition: one assistance for one caregiver equals one occurrence

*Caregiving Congregate Meals* means a supplemental service where meal is served to an otherwise ineligible caregiver or child of a grandparent or older individual who is a relative caregiver in a congregate group setting by a Title III C-1 nutrition service provider. Unit definition: one meal equals one occurrence.
Caregiving Home-Delivered Meals means a supplemental service where a meal is delivered to an otherwise ineligible or low-priority caregiver and his/her care receiver or child of a grandparent or older individual who is a relative caregiver at his or her home by a Title III C-2 nutrition service provider. Unit definition: one meal equals one occurrence.

Caregiving Transportation means a supplemental service that uses regular public or private vehicles to locally transport a caregiver from one location to another in order to fulfill caregiving responsibilities. Unit definition: one one-way trip equals one occurrence.

Caregiving Receiver Placement means a supplemental service provided by a person who is trained and experienced in the skills required to assist a caregiver in securing an appropriate extended care living arrangement for his or her care receiver when his caregiver is no longer able or willing to meet the caregiving responsibilities. Unit definition: one hour equals one occurrence.

Please Note: The Grantee will have to be compliant with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) privacy and security rules. For specific compliance requirements, please refer to Appendices G & H to the Grant Agreement.

VII. Outcome Objectives

- To measure consumer satisfaction with services: a minimum 85% of respondents to consumer satisfaction survey will express satisfaction with services provided.

- To measure effectiveness of referral services: a minimum 75% of these consumers will report taking one or more actions to help with their caregiving responsibilities as discussed during their caregiver assessment and care planning meeting.

- To measure growth of community education groups: a minimum 50% increase in Community Education groups over last fiscal year.

- To measure growth of caregiver outreach: a minimum 9% increase in outreach efforts to existing clients over last fiscal year.

- To measure growth of caregiver information and assistance: a minimum 9% increase in linkages to caregiving services over last fiscal year.

- To measure growth of caregiver assessments: a minimum 16% increases in caregiver assessments via on-line or in person over last fiscal year.

VIII. Reporting and Other Requirements

A. Grantee will provide various reports during the term of the grant agreement.

B. Grantee will enter into CA-GetCare all the units of service in the Service Recording Tool and data for client-level service reporting by the 5th working day of the month for the preceding month.

C. Monthly reports must be entered into the Contracts Administration, Billing and Reporting Online (CARBON) system for each unit of service delivered during the reporting period for each service listed in Section VI of the Services to be Provided.
D. Grantee will develop and maintain with OOA’s approval, an updated Site Chart (using OOA’s format) with details about the meal program.

E. Grantee will provide other reports as requested.

F. Grantee shall develop and deliver an annual summary report of SOGI data collected in the year as requested by HSA. The due date for submitting the annual summary report is July 10th.

G. Apart from the on-line reporting via CA GetCare and CARBON, and reports requested to be sent via e-mail to the Program Manager and/or Contract Manager, all other reports should be sent to the following addresses:

Monte Cimino, Program Analyst
DAAS, Office on the Aging
PO Box 7988
San Francisco, CA 94120
E-mail address: monte.cimino@sfgov.org

David Kashani, Contracts Manager
Human Services Agency
PO Box 7988
San Francisco, CA 94120
Email address: david.kashani@sfgov.org

IX. Monitoring Activities

A. Program Monitoring: Program monitoring will include review of compliance to specific program standards or requirements; client eligibility and targeted mandates, back up documentation for the units of service and all reporting, and progress of service and outcome objectives; how participant records are collected and maintained; reporting performance including monthly service unit reports on CA-Getcare, maintenance of service unit logs; agency and organization standards, which include current organizational chart, evidence of provision of training to staff regarding the Elder Abuse Reporting; program operation, which includes a review of a written policies and procedures manual of all OOA funded programs, written project income policies if applicable, grievance procedure posted in the center/office, and also given to the consumers who are homebound, hours of operation are current according to the site chart; a board of director list and whether services are provided appropriately according to Sections VI and VII, the log of service units which are based on the hours of scheduled activities; sign-in sheets of consumers who participated in each activity; documentation that shows reported units of service are based on scheduled activities at the site, not activities that are always available at the facility such as cards or pool, translation and social services are based on staff hours.

B. Fiscal Compliance and Contract Monitoring: Fiscal monitoring will include review of the Grantee's organizational budget, the general ledger, quarterly balance sheet, cost allocation procedures and plan, State and Federal tax forms, audited financial statement, fiscal policy manual, supporting documentation for selected invoices, cash receipts and disbursement journals. The compliance monitoring will include review of Personnel Manual, Emergency Operations Plan, Compliance with...
the Americans with Disabilities Act, subcontracts, and MOUs, the current board roster and selected board minutes for compliance with the Sunshine Ordinance, and HIPAA compliance.
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<th>C</th>
<th>D</th>
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<td><strong>Expenditures</strong></td>
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<td>10-Aug-17</td>
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HSA #2

Program Name: Family Caregiver Support Program
(Same as Line 9 on HSA #1)

Salaries & Benefits Detail

Appendix B-1, Page 2
Document D 10-Aug-17
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