



**Home Delivered Meals (HDM) Waiver**  
(Waivers are in effect Oct. 1, 2019 to Sept. 30, 2020)

Name of Legal Entity County of El Paso	Signature Authority		
Mailing Address 500 E. San Antonio, Suite 301	City El Paso	State TX	ZIP 79901
Funding Source Title III and Title XX - Common	Area Agency on Aging (AAA) Name, if applicable Area Agency on Aging of the Rio Grande Area		

**HDM Waiver Request:**

- ☒ Each individual included in an approved HDM waiver must be contacted in person or by telephone at least three times per week.

**Meal Delivery Pattern:** Using the drop-down menu, select the number of hot, frozen and/or chilled meals delivered to individuals each week.

Hot meals ..... 2      Frozen meals ..... 1      Chilled meals ..... 3

**Waiver Area:** What areas or locations will the waiver cover?

El Paso County

**Alternate Meals:**

Estimated number of individuals who will receive alternate meals under this waiver each week. 1500

Shortest distance (number of miles) from the meal preparation site to an individual served under this waiver. 0.5

**Add Waiver Request:**

[Click here to add another HDM waiver request.](#)

**Select all circumstances necessitating the HDM waiver:**

- ☐ Insufficient number of volunteers to deliver meals daily      ☐ Need to reduce meal preparation costs  
☐ Transportation costs are too high      ☐ Personnel costs  
☒ Other: Provide details in the space below.

The availability of alternate delivery days allows a participant to schedule meal delivery in a manner that best fits their schedule. At the request of the participant, they may also receive all meals on one day as they may not be available any other day of the week due to medical appointments or other important circumstances. Participants are encouraged to suspend delivery if they anticipate travel, in-patient medical care or other activities that might interfere with the meal delivery. Meal delivery will resume upon notification from the participant.

**Holiday Waiver Request (Title III Only):**

- ☒ Complete this section if the agency will observe more than 10 holidays during the waiver period. Describe your agency's plan for meeting the meal needs of the older individuals being served when the agency is closed.

On observed holidays, when the Agency will be closed, the participant will receive frozen meals one weekday in advance of the observed holiday(s). If consecutive holidays are observed, the participant receives frozen meals a day before for the number of holidays observed. For example, if the Agency observes Christmas Eve and Christmas Day, the participant will receive two frozen meals on December 21 to cover Christmas Eve and Christmas day.

## Assurances

In submitting this waiver description to the Texas Health and Human Services Commission (HHSC) Community Supports, Access and Intake Division, the entity requesting this waiver assures continuing compliance under the waiver with the following requirements.

1. If a common provider, the waived service description is the same for all funding sources — Title III and Title XX.
2. The home-delivered meals provider has established policies and procedures to ensure:
  - a. The provider does not deny services to an individual eligible for home-delivered meals on the basis of the individual's inability to safely store and prepare a frozen or shelf-stable meal.
  - b. Significant changes in an individual's physical or mental condition or environment are reported per Texas Administrative Code (TAC), Title 40, Part 1, Chapter 55, §55.29 and Chapter 85, Subchapter D, §85.302(n)(1)(D)(iii).
  - c. The provider and every individual affected by the waiver has sanitary and safe conditions for storage, thawing and preparation of the meal [40 TAC §55.21(1), §85.302(k)(1) and §85.302(n)(1)(D)(i)].
  - d. The meal can be safely handled by an individual affected by the waiver, or by another available person if the individual is unable to do so [40 TAC §55.21(2) and §85.302(k)(2)].
  - e. The provider safely packages and transports all frozen meals [40 TAC §55.23 and §85.302(l)-(m)].
  - f. The provider complies with Texas Department of State Health Services rules under TAC, Title 25, Part 1, Chapter 229, Subchapter K, Texas Food Establishments, to ensure all potentially hazardous foods are: properly frozen and stored [25 TAC §229.164(l) and (o)]; prepared, stored and clearly marked using calendar dates [25 TAC §229.164(o)(6)]; cooled quickly within two hours to 70 degrees Fahrenheit, and to 41 degrees Fahrenheit in an additional four hours, not to exceed a total of six hours [25 TAC §229.164(o)(4)(A) and (B)]; and remain frozen until ready for the thawing or cooking process [25 TAC §229.164(o)(1)-(3)].
3. In the event an individual becomes ineligible for the Home-Delivered Meals program for any reason (that is, loss of eligibility, relocation, nursing home placement, death) and the provider has requested payment for meals delivered past the date of the individual's ineligibility, the provider will reimburse the AAA or HHSC for all such meals for which the provider has received payment.

Signature — Signature Authority

\_\_\_\_\_  
Date