



NEW MEXICO POLICIES & PROCEDURES

SECTION CONTENTS

TITLE VII

THE DOCUMENT CONTAINED HEREIN IS SUBJECT TO CHANGE.

VERSION: 8.2025

NEW MEXICO STATE UNIT ON AGING (SUA)

POLICIES AND PROCEDURES

Updated for (45 C.F.R. §1324.201(b), OAA §721(c)–(e) (codified in 42 U.S.C. §3058i(c)-(e))

SUA. Title VII

1.0 PURPOSE

- (A) The purpose of this policy is to establish the Aging and Long-Term Services Department's (ALTSD) Elder Abuse, Neglect, and Exploitation Prevention Authority Policies and Procedures (Required for SUA, AAAs, and Providers) by 45 C.F.R. §1324.201(b), OAA §721(c)–(e) (codified in 42 U.S.C. §3058i(c)-(e)).
- (B) If any provision of this policy conflicts with a provision of an applicable Collective Bargaining Agreement (CBA), the CBA shall control.

1. **DEFINITIONS:** See the link to Resources in **REFERENCES AND LINKS** below.

2. POLICY

ALTSD is dedicated to providing high-quality, responsive, person-centered services to older New Mexicans, individuals with disabilities, and their caregivers which is ensured by the effective execution of the Long-Term Care Ombudsman Program. Transparency is essential to ensure constituents have confidence in ALTSD management to make informed decisions about protecting and promoting the health, safety and rights of constituents and their programs, implementing policy, and standards for delivery, frequency, and carry-out protocols.

3. PROCEDURE

ALTSD shall:

- Govern the use of Title VII Chapter 3 funds for programs focused on the prevention, detection, assessment, intervention, and response to elder abuse, neglect, and exploitation.
- Ensure compliance with the Older Americans Act, specifically §721(c)–(e) 9codified in 42 U.S.C. §3058i(c)-(e)).
- Align with guidance issued by the Assistant Secretary for Aging, including reporting requirements, approved interventions, and coordination with APS, law enforcement, and legal providers.

BY:

- I. Complying with the State of New Mexico Manual of Model Accounting Practices, New Mexico Department of Finance and Administration, Effective July 1, 2025, SFY 2026
- II. Following the Aging and Long-Term Services Department (ALTSD) Administrative Services Division (ASD) protocols.
- III. During FFY 2024, the protocols distributed Title VII funds to the following:
 - a. Payroll
 - b. DOIT Telecommunications
 - c. Employee Meals/Lodging
 - d. ISD Services
 - e. Printing & Photo Services
 - f. Professional Services
 - g. Rent of land and buildings

4. **MONITORING PROCEDURE**

- I. The New Mexico Aging and Long-Term Services Department uses a Grant Manager to monitor funds distribution throughout the Department and ensure compliance with federal, state, and department requirements.

5. **REFERENCES AND LINKS**

Link: [State of New Mexico](#)

Link: https://www.aging.nm.gov/wp-content/uploads/2025/10/RESOURCE.Acronyms.Definitions.UnitsofService.UCIT_.WEBSITE.pdf

Authority: 45 C.F.R. section 1321.9(c)(2), 45 C.F.R. section 1321.49, and the Fair Labor Standards Act 29 U.S.C. section 201 et seq.

Revision History

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