

North Carolina Department of Health and Human Services

Pat McCrory
Governor

Aldona Z. Wos, M.D.
Ambassador (Ret.)
Secretary DHHS

November 25, 2013

Frances Messer, Executive Director
North Carolina Assisted Living Association
Park Place Professional Center
3392 Six Forks Road
Raleigh, NC 27609


Dear Ms. Messer:

As you know, in late January and early February, we were confronted with the sudden closure of a few licensed adult residential care facilities that placed the health and safety of their residents at risk. Soon after, I informed you of a work group that I created within the Department to assure that we would be well prepared to assist local agencies and affected residents in the event of any future similar situations.

I am pleased to share with you an important product of this work—the enclosed *Operational Guide for a Coordinated Response to the Sudden Closure of an Adult Residential Care Facility*. This guide was developed with input from across the Department and based on the firsthand experience of the local partners who had acted quickly and effectively to safeguard residents during the closings that occurred earlier this year.

We appreciate the important role that our adult residential care facilities assume in the array of services for some of our most vulnerable citizens. As we go forward, we want to continue working with you to identify ways to prevent the sudden closure of facilities that jeopardizes residents' health and safety. We thank you for your leadership in this service area and for helping promote responsible management of these facilities, especially in the face of the many changes that are affecting them.

Sincerely,



Aldona Z. Wos, M.D.
Secretary