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HHS Aging Programs and Services Database

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**HHS IT Salesforce Applications and the Office of Aging Services
Coordination**

Learning Objectives

Attendees will be provided with the following information:

- Discuss the HHS Aging Programs and Services Database
- Explain how to register and log into the HHS Aging Programs and Services Database
- Examine how to search program records in the database
- Demonstrate how to log into the HHS Aging Programs and Services Database and view/edit program/service records by the program coordinator



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Texas Health and Human Services Commission (HHS)



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Texas HHS is the designated State Unit on Aging for Texas.

HHS oversees:

- Eligibility determination
- System planning and evaluation
- Policy development and rule-making
- Ombudsman services
- Aging Programs
 - ▶ **Aging Services Coordination**



Aging Services Coordination (ASC)



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HHS Aging Services Coordination's (ASC) **vision** is that older Texans have opportunities to age and live well.

ASC supports older Texans in aging and living well through a variety of initiatives including:

- Age Well Live Well
- Aging Texas Well
- HHS Aging Programs and Services Database
- Texas Talks
- Texercise



Overview of the HHS Aging Programs and Services Database



- Identifies, collects and maintains current information on HHS programs and services that serve Texans 50 years of age and older.
- Serves as a quick reference resource on programs and services that older Texans may be eligible for.
- Provides a description of the program/service record and the primary funding source of the program.
- Generates reports
- To register and log into the database, use the [HHS Aging Programs and Services Database](#) website.

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HHS Aging Programs and Services Database

Email

Password

Log in

[Forgot your password?](#) [New? Register here](#)

How to Register and Log into the HHS Aging Programs and Services Database



How to register an account for the database include:

- Use the HHS Aging Programs and Services Database link to access the [registration form](#).
- Select “*New? Register here*” to create an account for your program record.
- Fill out all fields indicated in the form.
- Only create program records that you are coordinating and overseeing.

Submitter Name

Submitter Email

Re-Type Submitter Email

Submitter Phone Number (XXXXXXXXXX)

* Organization
Choose one...

* Office Name

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HHS Aging Service Program Database
Already have an account?

Please only enter in programs that you are currently coordinating and overseeing.

* Program/Service Administrator Name

* Program/Service Administrator Title

* Program/Service Administrator Email

* Re-Type Program/Service Administrator Email

* Program/Service Administrator Phone Number (XXXXXXXXXX)

Submitter Name

Submitter Email

Re-Type Submitter Email

Submitter Phone Number (XXXXXXXXXX)

* Organization
Choose one...

* Office Name

Division

Alternative Contact Name

Alternative Contact Title

Alternative Contact Email

Alternative Contact Phone Number (XXXXXXXXXX)

Submit

Aging Services Coordination Database Program Profile Information



Information on the program profile include:

- Program Service Name
- Program/Service Description
- Primary program/service funding source
- Program website
- What software/database do you use to track data for this program/service?

The screenshot shows the 'Aging Services Coordination Database' interface. At the top, there is a header with the Texas Health and Human Services logo and the text 'Aging Services Coordination Database'. Below the header, there is a navigation bar with 'My Profile' and 'Programs/Services'. The main content area is titled 'My Programs/Services' and shows a dropdown menu for 'Program/Service Name: Sample Program'. Below this, there are three main sections: 'Program/Service Status', 'Program/Service Details', and 'Additional Information'. The 'Program/Service Status' section includes fields for 'Status' (Sample Program), 'Date Submitted' (Apr 26, 2024), and 'Edit'. The 'Program/Service Details' section includes fields for 'Program/Service Name', 'Program/Service Description', 'Functional Eligibility Requirements', 'Financial Eligibility Requirements', 'Is the program exclusive to older adults and/or adults with disabilities?', 'On average, how many people 50 years of age and older are served through your program in a typical reporting period?', 'On average, what percentage of people 50 years of age and older are served through the program in a typical reporting period?', 'Is there a program waitlist for older adults wanting to access services?', 'What is the average waitlist time?', 'Which external partners (outside of HHHS) do you collaborate with for this program?', 'Which internal partners (offices within HHHS) do you collaborate with for this program?', 'Does the program work with volunteers?', 'Primary program/service funding source', 'Additional Funding source #1', 'Additional Funding source #2', 'Accounting Use - Non GR or Fed', 'Contact Information for the general public', 'Program website', 'What software/database do you use to track data for this program/service?', 'What is the program's reporting period?', 'Additional Comments', 'Selected Tags', and 'Other Tags'. Each section has an 'Edit' button.

Search Program Records in the HHS Aging Programs and Services Database



To view information for a program/service record use the [HHS Aging Programs and Services Database search engine](#).

Enter Search Term
search keyterm [Search]

Enter Program/Service Name
search Program/Service [Search]

[Click here to view all Programs/Services](#)

Program/Service Information

Program/Service Name: Sample Program
State Agency: HHSC
Office Name: Aging Services Coordination
Division: HHSC
Program/Service Description: This program is for demonstration purposes.
Functional Eligibility Requirements: The Functional Eligibility Requirements are entered here.
Financial Eligibility Requirements: The Financial Eligibility Requirements are entered here.
Is the program exclusive to older adults and/or adults with disabilities?: Yes
Does the program work with volunteers?: Yes
Primary funding source: General Revenue
Additional funding source #1: Behavioral Health Services
Additional funding source #2: Accounting Use - Non GR or Fed
Contact information for the general public: questions@sampleprogram.org
Program website: www.sampleprogram.org
What is the Program's Reporting Period?: Quarterly
Additional Comments: No additional comments.

[Close](#)



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Questions

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