



KANSAS DEPARTMENT FOR AGING AND DISABILITY SERVICES CONCURRENCE SHEET FOR POLICIES AND REGULATIONS

All KDADS Commission internal and external policies and procedures shall be developed, revised and maintained consistent with KDADS Employee Policy Manual section 2.4 *et seq.* Commission internal and external policies and procedures shall be reviewed for concurrence by KDADS Legal Division, and as appropriate, KDADS Human Resources and Fiscal Divisions, before submission to the Secretary for review and approval. Changes requested by concurrence reviewers will require the completion of a new concurrence form. A fully signed concurrence form is required prior to posting, distributing, revoking and implementing new or revised policies and procedures. **If more space is required for your narrative, please attach a word document to the Concurrence Sheet. Do not change the form.**

Policy/Regulation Title	Number	
Commission/Division		
Responsible Staff	Phone	
Document Type	<input type="checkbox"/> Internal Policy <input type="checkbox"/> External Policy <input type="checkbox"/> Regulation	
Document Status		

Brief Explanation (Narrative):

APPROVALS

Approval	Signature	Date	Comment
Program Director/Manager			
KDADS Commissioner			
KDADS Accounting/Budget			
KDADS Human Resources			
KDADS Legal Services			
KDADS Secretary/Designee			

- KDADS Policy Format attached
 KDHE Policy Form attached (*Medicaid-related policies only*)
 Draft Regulation (redlined version)
 Economic Impact Statement
 Fiscal Impact Summary