



ITM TEMPLATE REPORT OF OPERATION OF LTACCS

GROUP / LTACC	
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YEAR:	
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- **Operation of LTACCS**
 - I. Frequency of Meetings

 - II. Attendance at Meetings

 - III. Location of Meetings

 - IV. Nomination Process

- **Implementation for year**
 - I. Process used to carry out Assessment of Need

 - II. Was there agreement that this process was accurate

 - III. Delivery of accommodation:
 - New

 - Refurbished

 - Change of Usage

- **Review**
 - I. If Annual Targets were not met what were the reasons for non delivery

 - II. Is there a process for reporting to City/County Manager

