



Revisions to the Administrative Entity Operating Agreement

ODP Announcement 26-001 Update

AUDIENCE:

Administrative Entities

PURPOSE:

To distribute a revised version of the Administrative Entity Operating Agreement (AEOA). The communication is being updated to fix formatting errors in the attached 2026 Administrative Entity Operating Agreement document. Updates appear in red underlined font.

DISCUSSION:

The Agreement between the Pennsylvania Department of Human Services, Office of Developmental Programs and the forty-eight (48) Administrative Entities has been revised and is finalized, with an effective date of January 1, 2026. This Agreement replaces the current AEOA which was effective March 1, 2019. Administrative Entities should use the attached updated AEOA document moving forward. AEs are advised to discard the original AEOA document released on January 2, 2026.

The revisions to the AEOA were developed to incorporate new practices and policies that align with Performance-Based Contracting, among other recommendations submitted by Administrative Entities and the Pennsylvania Association of County Administrators of Mental Health and Developmental Services.

Included with the AEOA is a Resource Guide that outlines each section of the agreement with useful links to source documents and important reference material.

Each AE is required to return a signed original of the completed cover page with the AE's name and signature page (Page 1 and 3) of the AEOA to the appropriate regional office by **March 2, 2026**.

QUESTIONS:

Please direct questions to the respective ODP Regional Program Manager.

ATTACHMENTS:

- [2026 Administrative Entity Operating Agreement updated](#)
- AEOA Letter from the Deputy Secretary
- AEOA Resource Guide