



APPENDIX F-1: SCOPE OF SERVICES:

Housing Counseling

Service Definition

Housing Counseling provides assistance to a member who is looking to acquire and maintain safe, affordable, and accessible housing in the community as set forth in the approved member-centered plan, where ownership or rental of housing is separate from service provision. The purpose of housing counseling is to promote consumer choice and control, increase access to affordable housing, and promote community inclusion. Housing counseling includes exploring home ownership and rental options and individual and shared housing options, including options where the member lives with the member's family.

Services may include:

1. Conducting a community integration assessment to identify the member's preferences related to housing and needs for support to maintain community integration, including:
 - a. Type and location of housing desired;
 - b. Preference for living alone or with others;
 - c. Identification of a roommate, if applicable;
 - d. Assistance in obtaining or accessing sources of income necessary for community living;
 - e. Assistance in establishing credit and meeting obligations of tenancy; and
 - f. Other important needs and preferences.
2. Assistance with locating and securing available housing;
3. Identifying and assisting the member in access to financing, securing supporting documents/records, completing/submitting applications, securing deposits, and locating furnishings;
4. Explaining the rights and responsibilities of a tenant with disabilities, including how to ask for reasonable accommodations and modifications and how to file a complaint;
5. Supports to assist the member in communicating with the landlord and/or property manager regarding the member's disability (if authorized and appropriate), detailing accommodations needed, and addressing components of emergency procedures involving the landlord and/or property manager; and
6. Planning for ongoing management and maintenance of housing.

Housing counseling is not a one-time service and may be accessed by a member at any time. The service provides supports to preserve the most independent living arrangement and or assist the member in locating the most integrated option appropriate to the member.

Provider Qualifications

- Providers must have expertise in housing issues, have housing counseling or assistance as part of its mission or regular activities, and must not have a direct or indirect financial interest in the property or housing the member selects.

Applicable Service Limitations

- This service may not duplicate any service that is provided under another waiver service category or through the Medicaid State Plan.
- This service is excluded if it is otherwise provided free to the general public.
- This service may not be provided by an agency that also provides residential support services or support/service coordination to the member.