



## Disease Management Housing Question and Answer

The purpose of this Q & A is to provide additional guidelines and examples for appropriate use of the Disease Management Housing funds.

**1. Q: What is the goal of the Disease Management (DM) Housing funds (Wrap Around Services – Adult Housing/ H2022 HK)?**

A: The goal of the DM Housing funds is to reduce homelessness and assist this population in securing and maintaining safe and decent housing. This purpose should be considered when determining if the funds are appropriate to use. There is no preapproval process or form to request reimbursement. Payment must meet the definition in the billing code for DM Housing funds to be utilized.

**2. Q: How do I bill for Disease Management Housing?**

A: Disease Management Housing is a reimbursable code (Wrap Around Services – Adult Housing/ H2022 HK) in CIMOR. An agency bills the code as they would any other CPR/CSTAR service. The process to receive payment is the same as any other service billed through CIMOR. The agency makes the payment, maintains documentation of the bills paid, includes justification of the service need in the client record, and requests reimbursement in the CIMOR system.

The billing code is client specific so the client must be enrolled before billing the housing code. The client must be enrolled in CPR, CSTAR, or receiving another ADA or CPS service within the agency. The consumer must be enrolled in the Disease Management program. The housing funds are in a pool managed by the Division of Behavioral Health and are not directly attached to any agency's allocation.

**3. Q: What are other criteria I need to consider?**

A: The DM Housing funds must be used in housing settings that are licensed by the Department /included in accreditation OR meeting Housing Quality Standards (HQS).

Billing code definition regarding utilization: The DM Funds may be used for rental subsidies, support services, past bills that are preventing current housing, security deposits, utility deposits, first/last month's rent, residential care facilities and similar payments that lead to safe, decent housing.

**4. Q: How do I coordinate with other housing funds?**

A: If your goal is to use DM Housing funds initially and then utilize Shelter Care Plus funds you must ensure the housing requirements are met for both funding sources. Therefore, to ensure a smooth transition from DM Housing funds to Shelter Care Plus funds you must ensure the housing unit meets Housing Quality Standards, a requirement for both, and be within fair

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market rent, an additional qualification for Shelter Care Plus. You should contact your Housing Development Officer for coordination of these matters.

## 5. Q: What are examples of approved uses of the DM Housing funds?

A:

- Deposits
- First month's rent
- Last month's rent
- Application fees for apartments
- Background checks for apartments
- Back rent
- Current rent through housing crisis
- Eviction fees
- Reconnection fees
- Sober living house room and board costs
- Hotel stay - for emergency situations
- Rent, including lot rent for a mobile home
- Residential Care Facility
- Utility bills
  - Electric and gas bills
  - Landline telephone - if necessary due to medical condition
  - Back utility bills
  - Prevention of utility disconnection

## 6. Q: What are examples of items NOT approved for use of the DM Housing funds?

A:

- Home improvements or repairs
  - adding ramps, weatherize home, add cabinets, new locks, air conditioners
- Home cleaning such as bed bugs, get rid of mold
- Bus tickets
- Medications
- Guardianship fees
- Basic essential household items
- Food
- Out of state funding
- Home ownership (down payment, mortgage payments)
- Moving assistance
- Home insurance
- Furniture
  - Beds
  - Start up items
- Gas for vehicle
- Taxes
- Non DMH treatment programs
- Paying expenses for a HUD Choice Voucher client

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**7. Q: Will there ever be a situation where we would make the payment directly to the consumer?**

A: The funds should not be paid directly to the individual served, but to the agencies that provide the service.

**8. Q: May the DM Housing funds be used, even if the consumer recently lost his Medicaid?**

A: If consumer lost his Medicaid and you are working with him to get the Medicaid reinstated, the DM Housing funds may still be utilized during this time. If it becomes clear, the consumer will no longer be eligible for Medicaid, the DM funds should stop being accessed.

**9. Q: Can a client use the DM Housing funds even if he/she is receiving TANF?**

A: Yes

**10. Q: Would you approve us to use the funds to assist with a utility bill, even if the consumer owns the home?**

A: Yes

**11. Q: Could the DM Housing funds be utilized for several months in a row?**

A: Yes. Keep in mind that DM Housing funds are a limited pool and may become expended before the end of the fiscal year. Additionally, the payment must be for services that have already occurred and not for future services.

**12. Q: Can an individual access the DM Housing funds and use Supported Community Living (SCL) funds?**

A: Yes, the DM consumer may also use the SCL funds if the individual qualifies.

**13. Q: May the funds be used more than once for a single individual?**

A: Yes; however, use your best judgement as we want to prevent an individual's continued reliance on the funds. Staff must be working with individuals served on budgeting, employment, affordable housing, or whatever it takes to live within their means. Individualized recovery treatment plans must reflect goals or objectives on housing or financial wellness.

**14. Q: Can we batch bill for the DM Housing funds?**

A: Yes, DM Housing funds may be batched when billing.

**15. Q: Could consumers who have active criminal warrants use the funds?**

A: No, the DM Housing funds may not be used for individuals who have active criminal warrants.

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**16. Q: Are there any limitations regarding the amount of payment?**

A: DBH has not placed a limit on the amount per client or bill payment at this time. In the future DBH may have to implement upper limits on payments due to limited funds. As a reminder, clinical staff needs to be working with the individual served to prevent issues with creating debt. Documentation must be kept on how this payment is keeping the individual safely housed.