

## Housing Stabilization Services: Information for Targeted Case Managers

*This guide is intended for staff providing one of the following services: Mental Health TCM (children’s and adult), Developmental Disability TCM, Vulnerable Adult TCM and Child Protection TCM (applies to youth 18 years and older)*

### How can Housing Stabilization Services help?

Housing Stabilization Services will connect people you work with to a housing expert who can help them [find](#) and [maintain](#) stable housing. Housing Stabilization Services does not provide reimbursement for goods such as application fees, furnishings, moving costs, etc. [Housing Benefits 101](#) provides a person-centered, plain language article about Housing Stabilization Services, as well as brochure that can be shared with people interested in the program.

### Who is eligible for Housing Stabilization Services?

Housing Stabilization Services is available to Medical Assistance recipients 18 years and older who meet all the following requirements:

Disabling condition	Housing instability	Assessed need for services
<p>Aged, blind, or disabled as described under Title II of the Social Security Act (SSI/SSDI)</p> <p>OR</p> <p>People determined by a medical professional to have any the following conditions:</p> <ul style="list-style-type: none"> <li>• Long-term injury or illness</li> <li>• Mental illness</li> <li>• Developmental disability</li> <li>• Learning disability</li> <li>• Substance use disorder</li> </ul>	<p>Meets Minnesota’s definition for homeless</p> <ul style="list-style-type: none"> <li>• OR</li> </ul> <p>At-risk of homelessness</p> <p>OR</p> <p>Currently transitioning or have recently transitioned from an institution or licensed or registered setting</p> <p>OR</p> <p>Eligible for waiver services</p>	<p>Requires assistance due to their disability in one of the following areas:</p> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Mobility</li> <li>• Decision-making</li> <li>• Managing challenging behaviors</li> </ul>

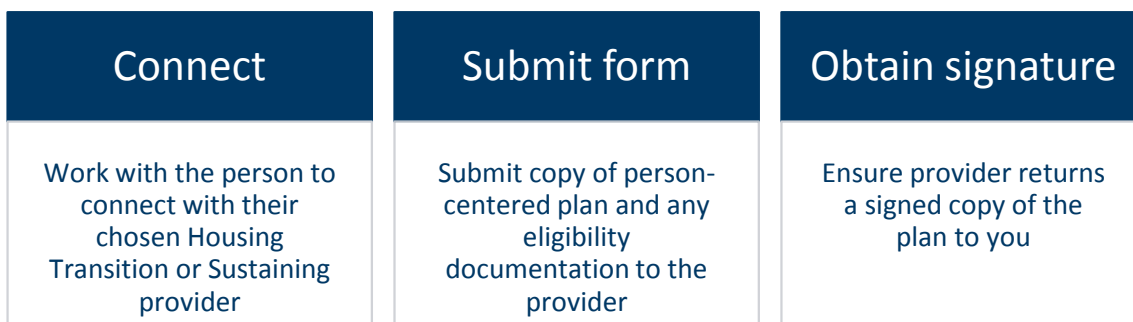
	Documentation requirements	
<a href="#">Professional Statement of Need*</a> OR <a href="#">Medical Opinion Form</a> OR Proof of receipt of SSI or SSDI	<a href="#">Professional Statement of Need*</a> OR <a href="#">MnCHOICES Assessment/Long-term Care Consultation</a> (for persons with a need for Long Term Services and Supports) OR <a href="#">Coordinated Entry</a> assessment (for persons experiencing homelessness)	<a href="#">Professional Statement of Need*</a> OR <a href="#">MnCHOICES assessment/Long-term Care Consultation</a> (for persons with a need for Long Term Services and Supports) OR <a href="#">Coordinated Entry</a> assessment (for persons experiencing homelessness)

\*If you meet the professional qualifications, you can complete and sign the Professional Statement of Need on behalf of your client.

## Person-centered planning

To receive Housing Stabilization Services, an individual must have a completed person-centered plan that meets the Home and Community-Based Services (HCBS) requirements. For these services, targeted case managers must complete the [Housing Focused Person-Centered Plan \(DHS-7307\)](#). It is important that the assessed need for services are identified clearly within the plan developed. As the person’s Targeted Case Manager, you are required to work with them to complete this plan for them to access Housing Stabilization Services. An “Introduction to the Housing Focused Person Centered-Plan” (TCM 100) training is available on Train Link under [“Housing and Support Services”](#) to assist targeted case managers with this process.

An important component of the person-centered plan is to help the person **choose a Housing Stabilization Services provider**. A list of enrolled providers is available via the [Minnesota Health Care Programs Provider Directory](#) (Home and Community-Based Services, subtype Housing Stabilization Services). Once the plan is complete and the person has chosen a provider, follow the steps below to ensure the person is enrolled.



## When does the plan need to be done?

The Housing Focused Person-Centered Plan must be completed **prior to the start** of services and **renewed annually**. The plan should also be updated when:

- A person **requests** an update
- A person requires a new plan due to **unexpected housing changes**
- A person wants to **change** their **Housing Stabilization- transition/sustaining provider**

## Things to know

<b>HCBS settings requirements</b>	To receive Housing Stabilization Services, the individual must be living in or planning to transition to a setting that meets the HCBS requirements. This includes an individual or family housing unit/homes, or provider-controlled settings (other than community residential settings and adult foster care) that meet the HCBS settings requirements.
<b>Conflict of interest</b>	Due to federal requirements related to conflict of interest, the same agency cannot provide both Targeted Case Management and Housing Stabilization Services to the same person. There are some <a href="#">exceptions</a> to this policy.
<b>Multiple case managers</b>	You do not need to complete the housing-focused, person-centered plan if the person is receiving Disability Waiver or Elderly Waiver services. Their waiver case manager or senior care coordinator is responsible for the person-centered planning.

Email [dshousingstabilization@state.mn.us](mailto:dshousingstabilization@state.mn.us) if you have questions about this guide.