

# **Intermittent CIILA and Housing Navigator Training**

January 9, 2025

- Overview of ICILA Program
- Overview of Housing Navigation and Primary Roles and Responsibilities
- Pre and Post Housing Processes and Coordination
- Lessons Learned: Housing Options and Keeping People in their Home

Encourage expansion of ICILA services to support Housing Navigation

Learn the roles and responsibilities of ICILA Providers working with the ISC Housing Navigation Program

## Overview of ICILA Program

- ICILA was developed with the recognition that not everyone needs 24-7 services.
- Goal to promote choice and community, independent living while still providing necessary and appropriate supports.



## What is ICILA?

- Services and supports provided to individuals in the Developmental Disabilities Adult Home and Community Based Waiver who require fewer than 24-hours of support, per day, from the DDD and who desire and are appropriate for a more independent living option.
- The type of supports and amount of direct care services are tailored to meet the individual's needs for individuals who do not require continuous staff supervision (24-7 supports) as specified in their Personal Plan.
- Can include individuals who live in their own home, with a relative, or in an agency-controlled home but require a limited amount of additional support from the DDD.

## What is Required for ICILA?

The individual must be determined to:

- Be eligible for DDD funding, and
- Secure an agency to provide the ICILA supports.
  - The Personal Plan must identify the level of need as appropriate for ICILA
  - An ICILA Award letter or Pre-Award letter must have been processed

## What Should be Considered for ICILA?

When deciding to live in ICILA, the individual, the guardian/family, ISC should think about what services and supports will be needed to support the individual's:

- Health
- Safety
- Community Integration

## Intermittent CILA DSP Hours

What hours does an individual have access to?

- Standard awards are for an average of 15 hours of support per week, which can be adjusted based on the individual's needs.
  - Additional hours must be approved by DDD.
  - No more than 87 hours per week and based on need.
- DSP Hours cannot be billed during day programming or supported employment.
- DSP hours are determined by the needs of the individual.
- DSP hours can be flexible and adjusted.
- DSP hours can be delivered during the day, evening, or night.
- DSP hours can be delivered any day of the week, including weekends and holidays.



## ICILA Billing

How does a provider bill for ICILA supports?

- 61H, 62H or 63H depending on the ratio of staff to individual for the first 20 hours per week.
- 15% of weekly 61H hours can be indirect hours such as:
  - Documenting services – case or progress notes
  - Contact with family, medical professionals, pharmacies, landlords, law enforcement, etc.

Transportation?

- Staff travel to and from the site – NOT billable
- Transporting someone to a service or a site – IS billable.

# Connecting ICILA and Housing Navigation

Meal prep and planning – this includes assistance with grocery shopping for some

## Money Management

- Budgeting
- Bill payment
- Reporting earned income to SSA
- Serving as Rep Payee (in some cases)

## Behavior Management

- Linkage to counseling as needed
- Behavior programming
- Support with coping skills

## Health

- Scheduling, transportation to, and sometimes attending medical/ dental appointments
- Ordering Medication (all individuals who take Rx meds can independently take their medications)
- Assistance with making healthy choices
- Shopping for household and personal items/ clothing as needed

## Transportation

- Assistance with learning new routes on public transportation
- Applications and/ or management of reduced fare/ free ride/ paratransit
- Transportation to places that are not easily accessible by public transportation as needed

## Vocational

- Assistance with job linkage
- Job applications
- Linkage to community day services and volunteer opportunities

## Purpose and Eligibility

- The ISC Housing Navigator Program is designed to promote and access independent, community-based housing options for people with IDD.
- DDD has incorporated Housing Navigation into the ISC program so that adults with IDD can remain in the community and live alone or with people of their choosing.
- Eligibility Criteria:
  - People already in the Adult DD waiver
  - People who are newly selected from the PUNS list and have been determined as eligible for waiver services
  - Includes intact families in need of affordable housing with an Adult with IDD in the household
  - Individuals must have a provider assigned at the time of housing placement/acceptance; or if in Home Based have a PSW

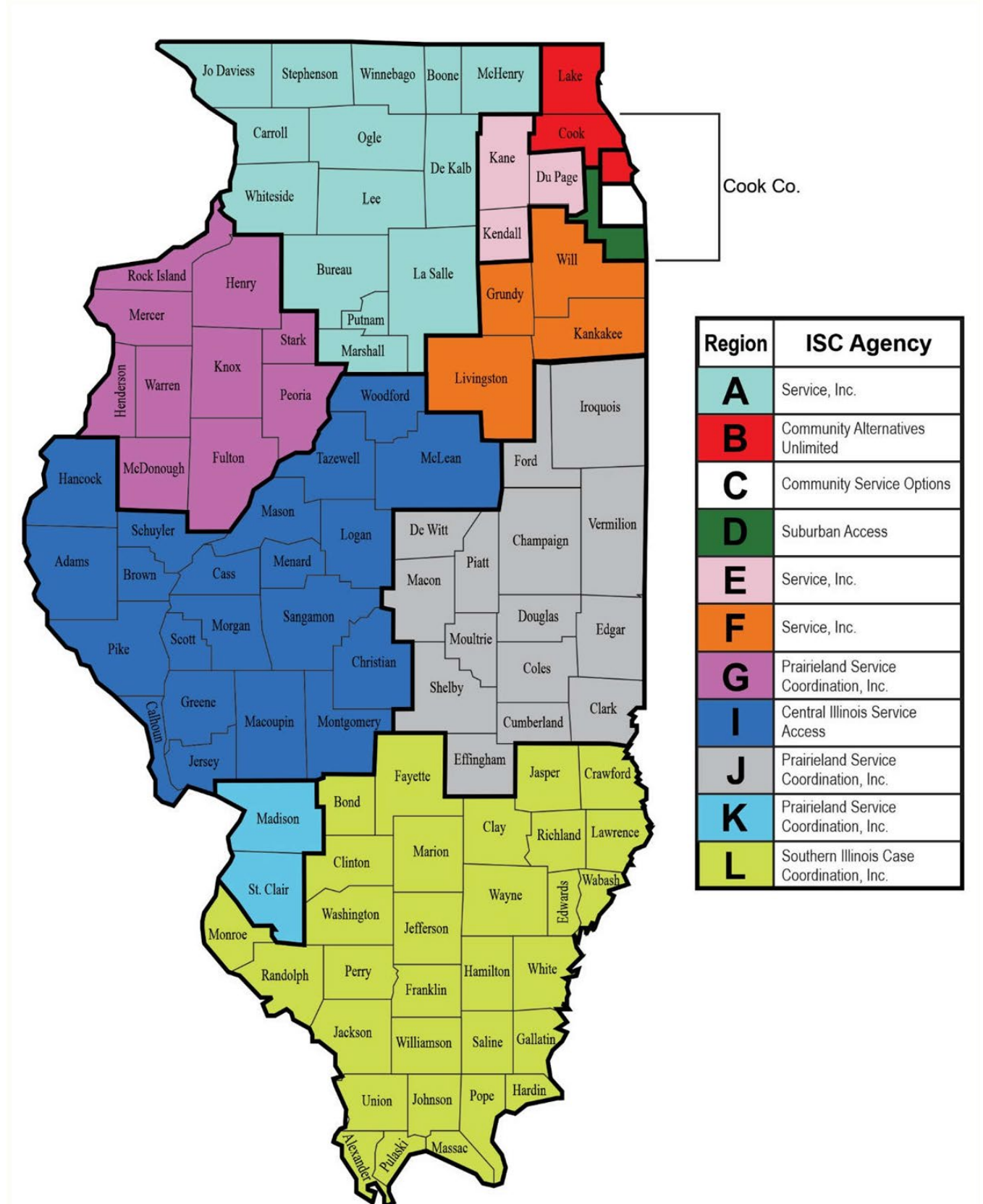


# Housing Navigation Current Activity

As of October 2024, there were 314 active individuals in Housing Navigation across the state.

In Regions with lower enrollments, there is a report that lack of ICILA providers hinders enrollment in Navigation.

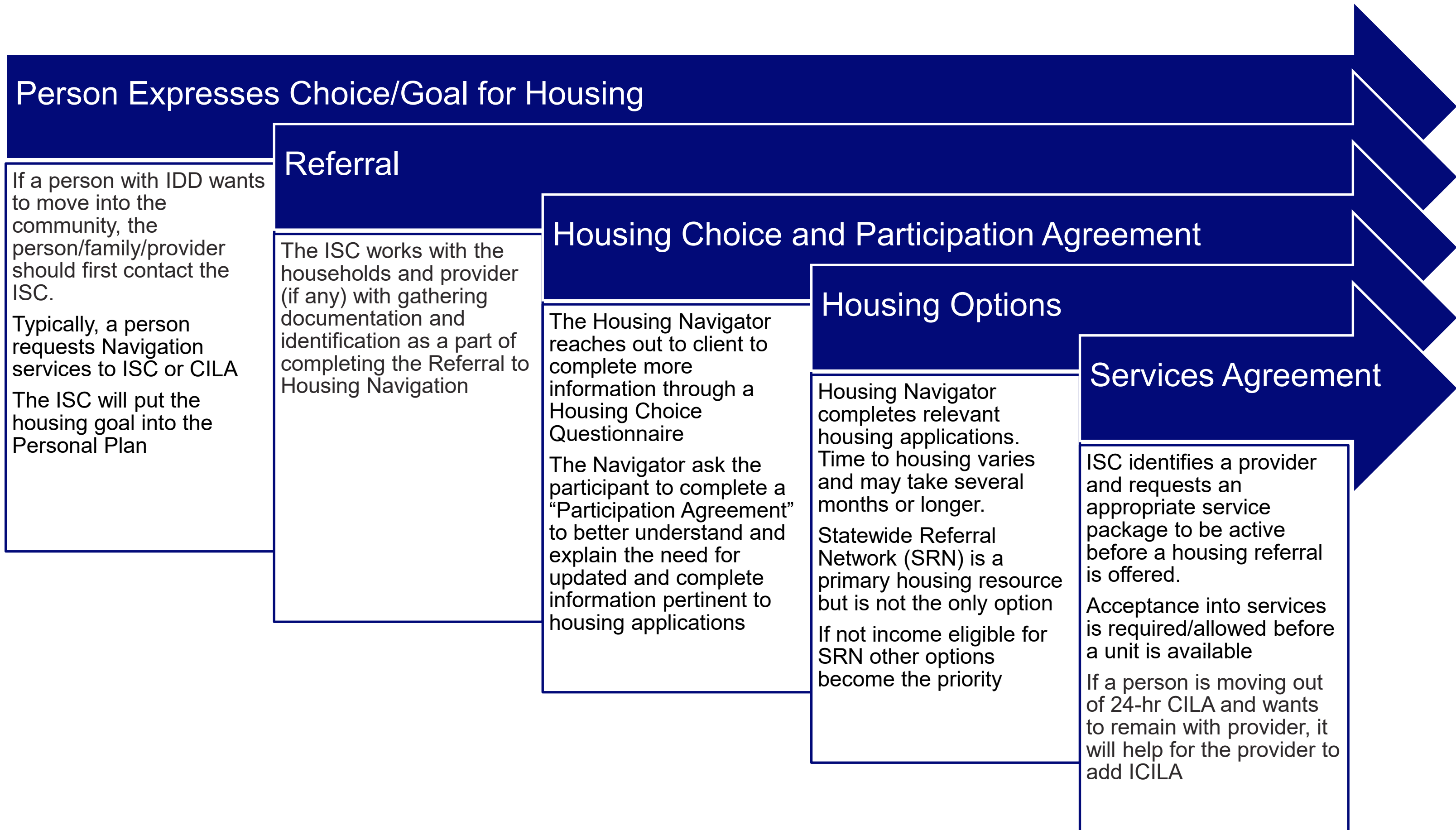
Region	Active Households in Navigation
A, E, F (Services Inc)	91
B (CAU)	135
C (CSO)	21
D (Suburban Access)	50
G, J, K (Prairieland)	17
I (CISA)	On-boarding
L (SICCS)	On-boarding



As of October 2024, 89 people with IDD moved into community-based housing. Of this total, 31 people are receiving ICILA services, and 49 are receiving Home Based Services. The goal is to increase access to ICILA services that will increase transitions to the community.

# Roles and Responsibilities of ICILA Providers in the Housing Navigation Program





## Activities NOT completed by CILA/I-CILA Provider

1. Finding housing in the community.
2. Use agency resources for move-in fees or furniture.
3. Conduct a housing assessment.
4. Enroll people into the Statewide Referral Network (SRN).
5. Participate in the lease negotiation process.

## Activities COMPLETED by CILA/I-CILA Provider

1. Accept people into services before their move-in date.
2. Participate in weekly case-conferencing for first 30-days post housing and monthly from 31-90 days.
3. Serve as the point of contact for the landlord after 90-days post move-in.
4. Educate staff on helping people maintain their lease.
5. Alert ISC and Navigator for support with housing stabilization.



# Lessons Learned from the Housing Navigation Pilot

## **Transition from PUNS Selection to ICILA Supports Leads to Fulfillment**

Services Inc successfully transitioned a young woman in Region F who was PUNS selected and put independent living into her Discovery and Personal Plan.

Her goal as to live a private, independent life. She was placed on the Statewide Referral Network and 811 Waiting List in 2021.

The Housing Navigator found a community-based apartment in her desired area and the ISC was able to link with a provider for the ICILA program. This provider did not control the setting but was a services partner with the housing development. The young woman moved into her apartment in May 2022 and has lived in community ever since with the support of the ISC and ICILA provider. In November 2024, she married her fiancé, and they moved into their own apartment and are expecting a child.

Services in housing that was critical to this client's success was housekeeping, safety, money management, vocational support, and group therapy.

## **Significant Partnership from ICILA Provider Helping Existing Client Transition to Community**

CAU (Region B) has successfully worked with multiple ICILA providers. In the cases where the individual was already in ICILA in the provider-managed housing, the ICILA teams were very active in the house search and documentation collection process. The level of support from the existing provider made the applications go more quickly.

The transportation support from the ICILA provider helped the individual feel more comfortable. The ICILA Provider also coordinated the move from provider-based housing into the community.

This partnership with Housing Navigation minimized any service disruptions and transition concerns for the individual. The move into the community allowed a new person to move into the provider-managed ICILA setting. All people served by this ICILA partner have retained their housing in the community.

## Housing Navigation – Lessons Learned

- The first 90-days are very important to help a person adjust to their new community
- Housing Navigators provide individual advocacy with the property manager before and after securing the apartment
- The Housing Transition Funds supported by the Illinois Council on Developmental Disabilities has been essential in allowing people to access housing. It provides assistance with first months rent or security deposits if needed, furnishings, and other move-in needs while leveraging community supports and public benefits
- People who are already working independently in the community face challenges securing affordable housing because they are over income for the Statewide Referral Network program
- The nature of the Statewide Referral Network does lead to people being offered units outside the service area of the existing provider and/or ISC, requiring a change

## Pace of Referrals

- Assumption: ICILA Providers will be asked to expand caseloads and staffing
- Reality: Each region averages 3 new referrals each month, and secures housing for 1-5 each month

## Geography

- Assumption: ICILA staff will face extensive travel to individual apartments
- Reality: ICILA staff do travel but it is common to have multiple apartments in proximity based on the locations of affordable housing

## Cost Implications

- Assumption: Too many uncovered costs for the rate make it difficult for or too many in-person hours required and not enough flexibility to maximize technology for service hours
- Reality: ICILA in scattered site provide regular, less intensive services and make use of assistive technology and/or remote supports. Phone contact can be billed as indirect hours for issues that do not require in-person visits

## Housing Navigation Transition Plan

- Communication schedule.
- Focus on smooth transition of individual as tenant between Navigator and Provider.
- Prevent or early intervention in leasing issues.

## Housing Stability Plan

- Created in coordination with the ISC, Provider, Navigator and Individual based on areas of need. Examples include budgeting, employment, relationships, maintaining the unit and lease.
- Identify a plan for services to proactively observe and discuss during client contacts.

## Lease Renewal and Income Recertification

- Prepare 1-3 months before lease end date.
- Important to identify changes in income ahead of time.
- Determine if there is a need for referral back to Housing Navigation.

# Questions and Feedback?

## Contact Information

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<https://www.dhs.state.il.us/page.aspx?module=17&item=110637&surveyid=1458>
  
- Presentation on Assistive Technology and Remote Supports  
<https://illinois.webex.com/recordingservice/sites/illinois/recording/713e1ba01af24066860153128f07d45c/playback>