

**Interpretive Guidelines**  
**Mental Health Community Services Standards, Chapter 412, Subchapter G**  
**§412.319. Supported Housing.**

Standard	Criteria	Interpretive Guide, Surveyor Guide & Technical Assistance
<p>412.319(a) <u>Promoting regular integrated housing options.</u> The provider of supported housing must actively promote regular integrated housing options in the community.</p>	<p>1) There is evidence the LMHA, MMCO or provider actively works within the community to develop affordable housing options for consumers.</p> <p>2) The housing options must be in regular integrated housing situations.</p>	<p><b><u>Interpretive Guide:</u></b></p> <p>1) Regular integrated housing is defined as normal, ordinary living arrangements typical of what is available to the general population. Integration is achieved when individuals with serious mental illness choose ordinary, typical housing units that are located among units for individuals who do not have mental illness. For example, in an integrated apartment complex, no more than 50% of the units may be occupied by persons with serious mental illness. The LMHA, MMCO, or provider should actively participate in local interagency initiatives and community networking activities to develop affordable housing options for consumers.</p> <p>2) Consumers of Supported Housing services are living in regular integrated housing which means permanent shelter or lodging that is ordinary, regular, normal, and typical of the general population. Regular integrated housing is not agency-owned or agency-operated, available to groups of individuals, or segregated (e.g., an apartment complex with more than 50% of the units occupied by persons with serious mental illness).</p> <p><b><u>Surveyor Guide:</u></b> Ask for documentation of the LMHA, MMCO or provider activities to develop and increase the availability of regular integrated housing. This should include documentation of work with other entities in the community. The surveyor must see no evidence that consumers living in group home situations or enclaves are counted in Supported Housing numbers unless there is clear evidence the provider is assisting the consumer in transitioning to regular integrated housing.</p> <p><b><u>Technical Assistance:</u></b> The process of transitioning the consumer's housing from a sheltered living situation to regular integrated housing may take up to 2-3 months to accomplish.</p>
<p>412.319(b) <u>Locating, obtaining, maintaining, and retaining regular integrated housing.</u> The provider of supported housing must provide the consumer with:</p>	<p>1) There is documentation that the consumer's income is assessed and that housing affordable to the consumer is arranged.</p>	<p><b><u>Interpretive Guide:</u></b></p> <p>1) The service design and implementation should:</p> <ul style="list-style-type: none"> <li>• address the provision of funds for rental assistance or</li> <li>• evidence that housing is affordable for people on SSI or</li> <li>• ensure that rental assistance funds are guaranteed from another source.</li> </ul>

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<p>412.319(b)(1) funds for rental assistance on a temporary basis, when necessary, to facilitate acquisition and maintenance of regular integrated housing; and</p>	<p>2) There is evidence that temporary rental assistance is provided to the consumer when needed.</p>	<p>2) The service design and implementation should:</p> <ul style="list-style-type: none"> <li>• provide temporary rental assistance to assist individuals to get and/or keep regular integrated housing,</li> <li>• put mechanisms in place to insure that rental assistance recipients make applications for Section 8/ public housing or have a plan to increase personal income to make housing affordable without assistance, and</li> <li>• ensure that rental assistance is provided in conjunction with supports and services.</li> </ul> <p><b>Surveyor Guide:</b> The surveyor must evaluate the service design and implementation to ensure that it accomplishes all of the above. Some LMHA/MMCOs or providers maintain financial records, including provision of rental assistance, some place other than in the individual's clinical record. Establish where, presite, and request that all financial records for the random sample of consumers be provided for review along with the person's clinical record. The surveyor needs to see written evidence of funds expended. The clinical record should document affordability of housing arranged, which should be based on a financial assessment the surveyor should also see.</p> <p><b>Technical Assistance:</b> Simple brief forms which prompt staff to address all of these issues are most successful.</p>
<p>412.319(b)(2) individualized assistance and rehabilitative services, as needed, to locate, obtain, maintain, and retain regular integrated housing, based on the consumer's needs and choices.</p>	<p>1) The LMHA/MMCO ensures the provider is adequately staffed to provide needed housing services:</p> <ul style="list-style-type: none"> <li>• case coordination</li> <li>• in-home rehabilitation services</li> <li>• individualized supports included in obtaining Section 8 housing and housing assistance.</li> </ul> <p>2) Individualized housing support and in-home rehabilitation services are provided to priority population consumers based on assessed needs and collaborative goal development.</p>	<p><b>Interpretive Guide:</b></p> <p>1) The recommended sufficient staffing equals a 1:15 direct care staff to consumer ratio to assist individuals with severe and persistent mental illness to obtain and keep regular integrated housing; and provide:</p> <ul style="list-style-type: none"> <li>• case coordination with care givers inside and outside the network;</li> <li>• in-home rehabilitation services; and</li> <li>• housing assistance.</li> </ul> <p>2) Admission criteria limit this service to individuals in the priority population who have intensive housing needs. The individual served should participate in the assessment process to define specific needs for supports and community living skills training. The individual should be actively involved in developing the goals that reflect his/her specific problems, desires, and preferences for service. In-home rehabilitation services should be tailored to the individual's living environment and should occur with sufficient frequency to support and train individuals in skills needed to live in their specific community. Services should be based on the assessment in collaboration with the individual, and should be reviewed and adapted as needed.</p>

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	<p>3) Individuals are assisted in getting and keeping regular integrated housing in the community.</p>	<p>3) Individuals should receive:</p> <ul style="list-style-type: none"> <li>• individualized assistance in finding regular integrated housing;</li> <li>• individualized assistance in moving into regular integrated housing; and</li> <li>• individualized assistance in keeping regular integrated housing.</li> </ul> <p>Assistance includes:</p> <ul style="list-style-type: none"> <li>• temporary rental assistance;</li> <li>• intensive, as needed, in home rehabilitation services; and</li> <li>• case coordination.</li> </ul> <p><b>Surveyor Guide:</b> Individualized housing supports are services based on consumer needs, such as filling out an application for Section 8, or locating an affordable place to live, obtaining furniture, moving in, negotiating repairs with the landlord, getting housing start-up groceries and supplies, etc. In-home rehabilitation services will look like individualized skills training in the most appropriate natural setting which may include the home, the grocery store, the Laundromat, the bank, the utility office, the rental office, etc. The reviewer must evaluate whether there is a mechanism to determine if temporary rental assistance is needed, and if it is actually provided when it is needed. There must be on-going review of supported housing needs and goals, and a provision for a person to be discharged from this service. Review of clinical records will determine compliance with these principles and requirements. Ask the LMHA/MMCO if a staff person is assigned to participate in community planning efforts and initiatives regarding affordable housing, and ask to see evidence of this. Ask if the LMHA/MMCO has a waiting list; if so, there should be a prioritization mechanism for managing it.</p> <p><b>Technical Assistance:</b> Although there is no time line for people to be in this service, providers need to understand the Texas Approach that people can and do recover and may not need these high intensity services forever.</p>