In-Home Supportive Services

COUNTY OF SACRAMENTO
DEPARTMENT OF CHILDREN, FAMILY, AND
ADULT SERVICES

DECEMBER 2019

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DIRECTOR
WHAT IS IHSS

In-Home Supportive Services (IHSS) Program:

- Provides domestic, related and personal care services to eligible aged, blind, and disabled individuals who are unable to perform the services themselves and cannot remain safely in their own home unless the services are provided.

- IHSS is considered an alternative to out-of-home care

- IHSS is a benefit of Medi-Cal
ELIGIBILITY CRITERIA

- Must be a California Resident
- Live in Own Home
- Have active Medi-Cal
- Submit completed Health Care Certification Form (SOC 873)
- Have Assessed Need for Services
HOW TO APPLY FOR IHSS

- To apply call: (916) 874-9471
  - Monday-Friday (9:00 am – 4:00pm)
- Or complete and submit an application for In-Home Supportive Services (SOC 295)
  - Send or fax:
    - In-Home Supportive Services
      PO BOX 269131
      Sacramento, CA 95826
    - FAX: (916) 854-8828
INFORMATION NEEDED WHEN APPLYING

- Includes but not limited to:
  - Name
  - Home Address (mailing address if different)
  - Phone number
  - Applicant's date of birth
  - Social Security Number
  - Gender
  - Ethnicity
  - Preferred spoken and written language
## IHSS AUTHORIZED TASKS

- Domestic Services
- Meal Preparation
- Meal Clean-up
- Laundry
- Shopping & Errands
- Respiration
- Feeding
- Ambulation
- Transfer

- Bowel & Bladder Care
- Dressing
- Bathing & Grooming
- Accompaniment to Medical Appointments
- Medication Management
- Protective Supervision
- Paramedical Services
- Heavy Cleaning
IHSS NEEDS ASSESSMENT

• Assessment based on functional ability to perform ADLs/IADLs

• Functional Ranking

<table>
<thead>
<tr>
<th>Rank</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rank 1</td>
<td>Independent</td>
</tr>
<tr>
<td>Rank 2</td>
<td>Verbal assistance</td>
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<tr>
<td>Rank 3</td>
<td>Some human assistance</td>
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<tr>
<td>Rank 4</td>
<td>Substantial human assistance</td>
</tr>
<tr>
<td>Rank 5</td>
<td>Totally dependent</td>
</tr>
<tr>
<td>Rank 6</td>
<td>Paramedical</td>
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</tbody>
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• Hourly Task Guidelines – Range of Hours Corresponds with Functional Ranking

• Service hours are authorized on a monthly basis
RECIPIENT ROLE AS EMPLOYER

- Locate, hire, train, supervise, and terminate your provider(s)
- Set schedule for provider(s) and track the number of hours worked
- Review, approve and sign timesheets
- Need assistance?
  - Public Authority Caregiver Registry (916-874-2888)
  - Contact assigned Social Worker
WHO PROVIDES IHSS

- IHSS care providers can be:
  - A family member
  - A friend
  - A neighbor
  - A care provider selected from the Sacramento County IHSS Caregiver Registry
PROVIDER ENROLLMENT PROCESS

- Attend IHSS new provider orientation at the IHSS Public Authority (Tuesday, Wednesday, & Thursday @ 9:00 am)
- Bring valid U.S. government-issued photo ID and original Social Security card
- Submit the completed and signed IHSS Recipient Designation of Provider (SOC 426A) form
- Complete and pass a California Department of Justice criminal background check
Effective January 1, 2020 paper timesheets will be eliminated in Sacramento County.

- Care Providers must submit their timesheets electronically by registering in ESP at the following website: https://www.etimesheets.ihss.ca.gov
- Recipient options to review and approve their care provider’s timesheets include:
  - Online using the Electronic Services Portal
  - By phone using the Telephone Timesheet System.
Sacramento County IHSS Demographics

Recipient characteristics as of December 2019

- 29,789 active cases
- 48% (~14,423 recipients) are 65+
- 21% (~6,203 recipients) live alone
- 12% (~3,560 recipients) assessed with severe impairments in memory, orientation, and/or judgment
Sacramento County IHSS Demographics

- Average 800 applications received each month
- Average annual caseload growth is 1600
- Average caseload per social worker 382 recipients
State of California
Department of Social Services
IHSS resources and regulations
www.dds.cahwnet.gov