



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 

Rank 1	Independent
Rank 2	Verbal assistance
Rank 3	Some human assistance
Rank 4	Substantial human assistance
Rank 5	Totally dependent
Rank 6	Paramedical

- 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 their 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

ELECTRONIC SERVICES PORTAL (ESP)



- 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