

Title of Manual: Mid-South Substance Abuse Commission Policy and Procedures			Page 1 of 2	
			History	
Policy Number: T005	Subject/Title: Residency Determination Policy		Replaces:	NEW
			Last Reviewed:	4/2009
Issued By: Executive Director	Approved By: Board of Directors Date: 5/26/2009	Scope: All Treatment Providers	Effective:	5/26/2009

1. **POLICY**

This policy shall apply to the determination of residency for all persons requesting funding for substance use disorder (SUD) treatment services within Mid-South's region. Funds managed by Mid-South shall be limited to persons meeting residency criteria as defined by this policy. This policy shall be limited to eligibility as it pertains to residency and shall not be construed to determine eligibility for services based on income or medical necessity.

2. **PURPOSE**

This policy defines the criteria for determining residency and therefore eligibility for the application of funding for SUD treatment services.

3. **RESPONSIBILITY**

Determination of residency shall be the responsibility of the Mid-South contracted SUD treatment providers and the Mid-South Care Coordination Center (CCC) unless otherwise indicated in this policy.

4. **MEDICAID, ADULT BENEFIT WAIVER (ABW), and MICHild RESIDENCY REQUIREMENTS**

- 4.1. Only those individuals who are approved for Medicaid, ABW, or MICHild by the Michigan Department of Human Services (DHS) and reside in one of Mid-South's counties are eligible for Mid-South funds. Residency of Medicaid, ABW, and MICHild enrollees shall be determined by the county of residency as verified via live enrollment database services authorized by the Michigan Department of Community Health's Medical Services Administration. If verifying Medicaid status using the MEDIFAX, both the county code and DHS code must match and must reflect one of Mid-South's counties.
- 4.2. If a Medicaid, ABW, or MICHild recipient from a county other than Mid-South's requests SUD treatment, it is the provider's responsibility to contact that county's coordinating agency for approval of funding.
- 4.3. If an individual is seeking to relocate within the Mid-South region, once DHS has transferred the case, providers are to verify eligibility. This shall be done via live enrollment database services authorized by the Michigan Department of Community Health's Medical Services Administration; or, if verifying Medicaid status using the MEDIFAX, both the county code and DHS code must match and must reflect one of Mid-South's counties. Another option is to obtain a letter on DHS letterhead signed by a DHS worker verifying that DHS is transferring the individual to one of Mid-South's counties. Once confirmation is obtained, the individual is eligible for Mid-South funding.

Title of Manual: Mid-South Substance Abuse Commission Policy and Procedures		Page 2 of 2	
		History	
Policy Number: T005	Subject/Title: Residency Determination Policy		Replaces: NEW
			Last Reviewed: 4/2009
Issued By: Executive Director	Approved By: Board of Directors Date: 5/26/2009	Scope: All Treatment Providers	Effective: 5/26/2009

5. **COMMUNITY GRANT RESIDENCY REQUIREMENTS**

- 5.1. Eligibility for SUD treatment services shall be ninety (90) continuous calendar days of residency within the Mid-South region prior to seeking SUD treatment services, unless otherwise indicated by exception (refer to number 6) noted in this policy. Verification of residency can be determined if the individual can produce a form of state identification such as a state issued identification card or driver license; a utility bill in the individual's name; or a piece of mail addressed to that individual in one of Mid-South's counties marked with a US postal marking of at least 90 days prior (this includes homeless individuals).
- 5.2. Persons whose last known residence is outside of the Mid-South region, and requesting outpatient SUD treatment services in a jail setting within the Mid-South region, are not eligible for Mid-South funding unless there is a reciprocal agreement between Mid-South and the coordinating agency for the individual's county of residence. The provider is responsible for contacting Mid-South's Care Coordination Center (CCC) prior to assessment to determine if such a reciprocal agreement is in place.

6. **EXCEPTIONS TO COMMUNITY GRANT RESIDENCY REQUIREMENTS**

Consideration for an exception to the policy shall be made on a case-by-case basis, and efforts shall be made to secure SUD treatment funding from the coordinating agency serving the county where the client last resided. Exceptions to the Community Grant residency requirements shall be directed to the CCC for consideration. The exception may be made by the CCC manager and reported to the Executive Director for concurrence. Exceptions include but are not limited to the following:

- 6.1. A pregnant woman.
- 6.2. A person who has injected drugs within the past 30 days will be assessed to determine level of care and need for immediate services, other than Methadone dosing.
- 6.3. A person whose child(ren) have been removed from the home under the Child Protection Laws or whose child(ren) are in danger of being removed from the home under these laws because of his/her substance use disorder will be assessed to determine level of care and need for immediate services, other than Methadone dosing.
- 6.4. A veteran of the United States military service, including the National Guard, when benefit limitations keep the individual from treatment.
- 6.5. Homeless individuals that do not have documentation as stated in 5.1 above.
- 6.6. Requests from residents of adjacent counties when services are unavailable from their home regional network due to capacity, location, or cultural competency.
- 6.7. Treatment services for individuals whose placement in the Mid-South region is due to a boarding or bed purchase arrangement with a county entity located outside of the Mid-South region. The provider is responsible to contact Mid-South's Care Coordination Center (CCC) prior to assessment.
- 6.8. When Community Grant funding exceeds regional demand for services.

References:
None