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## **UCare MSC+/MSHO**

Care Coordination and Long-Term Services and Supports

**Title:** Homemaker Services Job Aid

**Purpose:** To provide guidance to care coordinators when authorizing homemaker services for members opened to Elderly Waiver. This is to be used as a guideline. Professional judgment should be utilized by the care coordinator to determine what is most appropriate for the member.

**Summary:** Homemaker services help a member manage general cleaning and household activities. A member is eligible for homemaker services when they are open to an Elderly Waiver (EW) and have an assessed need for support to manage general cleaning and household activities or the primary caregiver who is regularly responsible for these activities is unable to manage them or is temporarily absent. All Homemaker services include monitoring the member's well-being and home safety while in the home,

### Types of Homemaker Services

#### Homemaker cleaning (S5130):

Homemaker cleaning services include home cleaning tasks exclusively, such as:

- Light housekeeping tasks
- Laundry services

#### Homemaker home management (S5130 TF):

Homemaker home management includes homemaker cleaning services and, while onsite, provides incidental assistance with home management activities as needed. Homemaker cleaning must be the primary service provided.

Home management activities may include assistance with:

- Arranging for transportation
- Preparing meals
- Shopping for food, clothing, and household supplies
- Performing simple household repairs

Homemaker home management can be delivered through remote support (S5130 TF U4). Services delivered through remote support must meet all the requirements listed on the [CBSM – remote support page](#).

#### Homemaker assistance with activities of daily living (ADLs) (S5130 TG):

Homemaker assistance with ADLs includes homemaker cleaning services and, while onsite, providing incidental assistance with ADLs as needed. Homemaker cleaning must be the primary service provided.

Assistance with ADLs includes assistance with:

- Ambulating
- Bathing
- Dressing

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- Eating
- Grooming
- Toileting

### Considerations for the care coordinator:

Care coordinators should consider the following when authorizing homemaker services:

- Are the homemaker services necessary for the member's health, safety, and well-being?
- Does the homemaker service enable the member to function with greater independence?
- Is the service of direct and specific benefit to the member?
- Did the member access all home care services available under Medical Assistance, e.g. CFSS or HHA, for which they are eligible?
- Are there other formal or informal services that can meet the identified needs?
- Is the member requesting assistance with homemaker tasks they are still physically able to do?
- If the member is living with family/friends, the amount of homemaker time depends on the amount of space that is for the member's use only.

### Limitations:

A member receiving homemaker cleaning services is not required to be present for the provider to deliver the service. However, the member must be present for the provider to deliver homemaker home management and homemaker assistance with ADLs.

Homemaker services cannot be authorized when

- the services duplicate another Minnesota state plan or waiver services the member already receives, such as chore or transitional services
- the member lives in a licensed setting, such as foster care or supervised living facility
- the member receives adult foster care or customized living including 24-hour customized living

### Authorization Process:

- Member is open to Elderly Waiver
- Homemaker service meets the criteria outlined on the [CBSM waiver programs overview page](#)
- Member chooses a DHS-enrolled homemaker provider
  - Providers can be identified on [MinnesotaHelp.info](#)
- Homemaker services require a [Waiver Service Approval Form](#) to be submitted
  - If a member is living with family and/or friends, the recommended authorization is up to 2.25 hours per week
  - Authorizations above the recommended hours guidelines should have supervisor consultation and reasoning documented in the member's record

	Light Housekeeping	Shopping	Laundry	Meal Prep
Living alone	1.25 - 1.5 hours/week	1-1.5 hours/week	1-1.5 hours/week	1.5-2 hours/week
Living with family/friends			1.5 - 2.25 hours/week	

Home Management Tasks Services	Covered Component Services	Non-Covered Component Services	Additional Clarification
Light housekeeping	Typical tasks include sweeping, dusting, vacuuming, washing dishes, and tidying	Heavy housekeeping tasks (Assure non-duplication) Maintenance required of a landlord by virtue of law or lease such as cleaning common areas.	Light housekeeping tasks are typically done on a daily or weekly basis and take little time to complete.
Heavy housekeeping	None.	<a href="#">Chore services</a> may be able to cover heavy household chores, such as cleaning the tub/shower, deep cleaning of kitchen and bathroom.	
Laundry - personal	Cleaning of personal items such as a member's clothing and items. Typical tasks include gathering, sorting, washing, drying, folding and putting away.		Waivers do not cover the cost of laundry soap.
Shopping	Assisting members with shopping for food, clothing, and household supplies. If member is not present during shopping, all elements of <a href="#">remote support</a> must be met and homemaker - home management remote (S5130 TF U4) must be authorized separately.	<a href="#">Chore services</a> may be able to cover grocery delivery when the delivered products meet the majority of the member's total grocery needs for at least 7 days.	This may include online shopping.
Member Assistance w/ Food Prep in Own Apartment	Assisting member who has purchased food in preparing it within their living unit. Typical tasks include cooking, labeling and organizing food; making food accessible; throwing out spoiled food and developing a menu with the member.		Making food accessible so that the member can access more or without additional human assistance, e.g., opening jars or re-organizing so that all items are within reach.