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## Housing/Living Situation Contract Expectations

All Alameda County Behavioral Health Care Services (BHCS) providers are expected to complete and submit an online Annual Assessment that reports on Housing/Living Situation and Co-Occurring Conditions activities implemented in BHCS-funded. This online assessment must be completed by July 10<sup>th</sup> after the end of each contract year.

The BHCS Quality Improvement priority on Housing/Living situation reflects a commitment to support wellness and recovery by developing services that help BHCS clients find and keep a home. The federal Substance Abuse and Mental Health Services Administration (SAMHSA) Recovery Support Strategic Initiative has also identified a “Home” as one of four major dimensions that support a life in recovery.<sup>1</sup>

In addition to participating in housing-related educational opportunities, providers are required to operationalize *at least one* of the following activities into operations/service delivery. *Please direct any comments or questions about these housing activities to the Housing Services Office using the contact information at the top of this information sheet.*

- Ensure that program staff are accurately reporting INSYST housing/living situation data on their clients<sup>2</sup>
  - ✓ Obtain and distribute the housing/living situation data collection definitions
  - ✓ Establish an internal data quality process to ensure accurate reporting of this data
  - ✓ Obtain living situation data on open clients and update this information within INSYST
  - ✓ Develop and implement a plan to reduce the number of clients with housing/living situation data checked as unknown or other
- Help clients apply for MESA housing units or other affordable housing units
- Use and help improve BHCS-supported housing-related information and referral resources by providing specific feedback, updates, or new housing-related information to Housing Services Office staff members:
  - ✓ “2-1-1” phone line
  - ✓ Housing Choices website: [www.achousingchoices.org](http://www.achousingchoices.org)
  - ✓ Housing Services Office website: <http://www.acbhcs.org/housing>
  - ✓ Update Housing Services Office staff about community living facilities - “*shared/group housing situations often utilized by low-income people, e.g., licensed board and cares, alcohol/drug free housing or sober living, room and board, transitional housing, single room occupancy hotels, and others.*”
- Help clients in a housing crisis access BHCS-sponsored resources:
  - ✓ BHCS EveryOne Home Fund
  - ✓ Dedicated emergency/crisis shelter beds
- Update assessment approaches to ensure staff members ask about a client’s housing/living situation on a regular basis.
  - ✓ Include housing/living situation questions in initial assessment forms
  - ✓ Include housing/living situation goals in service/treatment plans
  - ✓ Regularly review client’s housing/living situation within service/treatment planning meetings

<sup>1</sup> SAMHSA’s four major dimensions that support recovery are: 1) Health; 2) Home; 3) Purpose; and 4) Community. Source: <http://www.samhsa.gov/recovery/>

<sup>2</sup> Note: Below, the term “client” is used to refer to individuals receiving services and other members of their household.