

**OTTER TAIL COUNTY HUMAN SERVICES
SERVICES AND PROGRAMS
2003**

Service Areas	Definition	Statute Ref	Fund Source	Who Provides
General Services				
<ul style="list-style-type: none"> ▪ Information and Referral 	Provision of information to individuals on social and human services, and assistance in making contact with a resource that can respond to their needs or problems.		Cty Levy, CSSA	County, Contract
<ul style="list-style-type: none"> ▪ Education and Prevention 	Activities designed to educate the general public or special high-risk target individuals and their families about problems associated with mental illness, chemical dependency, developmental disabilities, child welfare, or other social problems. The goal is to increase the understanding and acceptance of these problems, increase awareness of the availability of resources and services, and improve people's skills in dealing with high-risk situations.		Cty Levy	County, Contract
<ul style="list-style-type: none"> ▪ Interpreter Services 	Provision of language interpreting services by a qualified language interpreter to ensure communication with non-English speaking persons, or the provision of oral or tactile interpreting services by a qualified sign language interpreter to ensure communication with persons who are deaf, hard of hearing, or deaf-blind.		Cty Levy, MA	County
<ul style="list-style-type: none"> ▪ Transportation Services 	Provision of travel and escort to and from community resources and facilities .		Cty Levy, PMAP's	County
Children's Services				
<ul style="list-style-type: none"> ▪ Child Protection/Investigation 	All activity by the local social service agency from the time a report alleging child maltreatment (abuse or neglect) is accepted for assessment or investigation until the determination is made. The assessment determines whether maltreatment occurred and whether child protective services are needed.	626.556	Levy, CSSA, CWTCM, FFP	County
<ul style="list-style-type: none"> ▪ Child Welfare/Case Mgmt 	Activities conducted by county staff to determine a child's need for child welfare services. The assessment includes an appraisal of individual conditions, problems and child welfare activities. This assessment may indicate the need for a child protection assessment or investigation that is not included in this determination.	626.556	(see above)	County
<ul style="list-style-type: none"> ▪ Alternative Response Services 	Interviewing families; assessing immediate safety concerns and developing a safety plan if needed; completing a child maltreatment risk assessment; identifying family needs and strengths; and developing a service plan if indicated by the family assessment. Additional activities include connecting families to community resources and supports.			County
<ul style="list-style-type: none"> ▪ Concurrent Planning 	Assessing the parents capacity to parent through identifying their strengths and deficits, and gathering information about their physical, social, mental health and intellectual functioning including the use of mood altering chemicals and exposure to domestic violence. It also involves gathering information about the child's needs which include: reviewing the placement history, developmental achievements, medical, mental health, and developmental screenings.	260C	(see above)	County
<ul style="list-style-type: none"> ▪ Out-of-Home Placement of Child 	Provided to a child or children when unaccompanied by a parent or guardian as a substitute for care, food, lodging, training, education, supervision, or treatment needed that cannot be furnished by a child's parent or guardian in the child's home.	393.07	Cty Levy, CSSA, Fed IV-E, MA	County
<ul style="list-style-type: none"> ▪ Child Foster Care Licensing 	Licensing of foster homes and various recruitment and development activities directed to ensure that needed services and resources are available, including studies of potential adoptive homes and training foster and adoptive parents and substitute care providers.	245A	Cty Levy, CSSA	County

Service Areas	Definition	Statute Ref	Fund Source	Who Provides
<ul style="list-style-type: none"> Adoption Services 	Services provided to children without legally responsible parents which will secure a social and legal family membership. This includes services provided to biological parents making an adoptive plan for their child, appropriate home selection, placement and post-placement supervision, and studies on petitions referred by courts. It also includes post-adoption services for minors and their adoptive parents, and services provided to adopted adults seeking information about their history or birth parents.	259	Cty Levy, CSSA	County, Contract
<ul style="list-style-type: none"> Minor Parent Services 	Assist minor parents in educational and vocational pursuits, parenting and independent living skills and increases the availability of supportive living services for minor parents who cannot live at home.		Cty Levy, CWTM, FFP	County
Child Care Services				
<ul style="list-style-type: none"> Basic Sliding Fee Child Care 	The care of a child by someone other than a parent. Families receiving assistance with child care costs must be engaged in employment, job search, or education leading to employment.	119B	Cty Levy, CSSA, State, Allocation	County
<ul style="list-style-type: none"> MFIP Child Care 	The care of a child who is receiving assistance through the MFIP, WorkFIRST, Tribal TANF, or Transition Year Child Care Program by someone other than a parent.	256J	Cty Levy, State	County
<ul style="list-style-type: none"> Child Care Licensing & Resource Development 	Licensing of family day care homes or the in-home certification of day care providers and various recruitment and development activities directed toward ensuring that needed services and resources are available.	245A.16	Cty Levy, CSSA	County
Chemical Dependency Services				
<ul style="list-style-type: none"> CD Assessment 	Determination using established criteria, of an individual's need for chemical abuse or dependency treatment and the appropriate level of care for persons seeking treatment requiring the expenditure of public funds.	246.54, 254A, 254B	Cty Levy, CSSA	County
<ul style="list-style-type: none"> CD Eligibility Determination 	Determine a client's fee based on family size, availability of third-party payer, and a responsible relative's ability to pay for the client's chemical abuse or dependency treatment.	246.54, 254A, 254B	Cty Levy, CSSA, FFP	County
<ul style="list-style-type: none"> CD Outpatient Services 	Minimum of ten hours of total service time scheduled at a minimum of one hour per week and must provide time-limited therapeutic services on a nonresidential basis employing individual treatment plans to clients.	246.54, 254A, 254B	CCDTF, CSSA-Levy Match	Contract
<ul style="list-style-type: none"> CD Inpatient Services 	Intensive, primary therapeutic services to clients who do not require detoxification, nor can they benefit from an outpatient program.	246.54, 254A, 254B	CCDTF, CSSA-Levy Match	Contract
<ul style="list-style-type: none"> Halfway House Services 	Rehabilitation program that is offered in a halfway house or transitional semi-independent living arrangement with an emphasis on aftercare, community ancillary services, and securing employment.	246.54, 254A, 254B	CCDTF, CSSA-Levy Match	Contract
<ul style="list-style-type: none"> Detoxification Services 	A licensed short-term residential protective setting for persons in need of detoxification to facilitate access into a comprehensive care and treatment program.	254A.08	Cty Levy, 3 rd Party	Contract
Mental Health Services				
<ul style="list-style-type: none"> Outpatient Services 	Mental health services for adults and children provided under the clinical supervision of a mental health professional outside of an inpatient or residential treatment setting.	245.47	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Medication Management 	Prescription and review of medication for adults and children as a means of controlling or eliminating severe behavior problems, or the effects of mental illness.	245.47	Cty Levy, CSSA, State & Fed Grants	Contract

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<ul style="list-style-type: none"> Emergency Response & Crisis Services 	An immediate response service available on a 24-hour, seven-day-a-week basis for persons having a psychiatric crisis, a mental health crisis, or emergency. Crisis services are intensive, short-term, face to face services for an SPMI or SED individual who is in crisis and at risk of imminent psychiatric hospitalization.	245.47	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> MH Case Mgmt for Adults 	Activities that are coordinated with the community support services program to help adults With serious and persistent mental illness gain access to needed medical, social, Educational, vocational, and other necessary services as they relate to the client's mental Health needs.	245.4711	Cty Levy, CSSA, State & Fed Grants	County, Contract
<ul style="list-style-type: none"> MH Case Mgmt for Children 	Activities that are coordinated with family community support services to help children with Severe emotional disturbance and their families obtain needed mental health services, social Services, educational services, health services, recreational services and related services.	245.4881	Cty Levy, CSSA, State & Fed Grants	County, Contract
<ul style="list-style-type: none"> Community Support Program Services for Adults 	Community-based services provided under the clinical supervision of a mental health Professional designed to help adults with serious and persistent mental illness to function and remain in the community. These services must be provided as part of the county's community support program as described in the county mental health plan and approved by DHS. Services included under this category are: medication monitoring; assistance in independent living skills; development of a crisis assistance plan; psychosocial rehabilitation; and help in applying for government benefits.	245.47	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Family Community Support Services for Children 	Community-based services provided under the clinical supervision of a mental health Professional to help children with emotional disturbance to function and remain in the Community. These services can include any of the following: medication monitoring; developing independent living skills; developing parenting skills; leisure and recreational activities; locating respite care and special needs day care; assistance in obtaining financial resources including applying for financial benefits; and crisis assistance/crisis plan development.	245.48	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Professional Home Based Services 	Intensive mental health services provided to children at risk of, in, or returning from out-of-home placement due to an emotional disturbance - designed to meet the specific mental health needs of the child and family and must be provided by a team consisting of a mental health professional with other family/child mental health and human service providers.	245.48	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Day Treatment Services for Adults 	A structured program of group psychotherapy or other intensive therapeutic services that are provided consistent with an individual treatment plan under the clinical supervision of a mental health professional.	245.47	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Day Treatment Services for Children 	A structured program of group psychotherapy and other intensive therapeutic services to stabilize the child's mental health status, and develop and improve the child's daily independent living and socialization skills. Services must be coordinated and integrated with, or be part of, an education program offered by the child's school, but are not part of inpatient or residential treatment services.	245.48	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Rule 5 Residential Treatment for Children 	A 24-hour residential treatment program for children with a severe emotional disturbance.	245.4882	Cty Levy, CSSA, State & Fed Grants	Contract
<ul style="list-style-type: none"> Rule 36 Residential Treatment for Adults 	A 24-hour residential treatment program under the clinical supervision of a mental health Professional in a community residential setting,	245.47	Cty Levy, CSSA, State & Fed Grants	Contract

Service Areas	Definition	tatute Ref	Fund Source	Who Provides
<ul style="list-style-type: none"> ▪ Pre-Petition Screening 	Investigation prior to a commitment hearing which includes a personal interview with the Proposed patient or others knowledgeable about the condition of the proposed patient; Identification and investigation of the alleged conduct which is the basis for the application; Preparation of a report to the county attorney listing reasons for rejecting or recommending Alternatives to involuntary placement; and attendance and participation at hearing or Commitment proceedings.	253B.01	Cty Levy	County
<ul style="list-style-type: none"> ▪ Acute Inpatient MH Services 	Short-term medical, nursing, and psychosocial services provided to persons with mental Illness or emotional disturbance in an acute care hospital licensed under Chapter 144.	245	MA, Insurance	Contract
<ul style="list-style-type: none"> ▪ Regional Treatment Center Inpatient Services 	The 24-hour comprehensive medical, nursing, or psychosocial services provided to persons with mental illness or emotional disturbance in a regional treatment center operated by the State.	245.47	Cty Levy, State Allocation, 3 rd party	Contract
Developmental Disabilities Services				
<ul style="list-style-type: none"> ▪ Rule 185 Case Mgmt 	Coordination of the performance of assessments of the functional skills and needs of the person; the development, review and revision of individual service plans; informing persons and their legal representatives of service options and providers; assisting the person to access services; coordination of service delivery; and monitoring and evaluation of the outcomes of services.	256B.092	MR/RC, CSSA, TCM	County
<ul style="list-style-type: none"> ▪ In Home Family Support Services 	Habilitation services provided to persons with mental retardation or related conditions and Their families. Services include training of the person and training of the family to increase their capabilities to care for and maintain the person in his or her home.	252.32	State	Contract
<ul style="list-style-type: none"> ▪ Semi-Independent Living Services (SILS) 	Services include training, counseling, instruction, supervision and assistance provided to A person with mental retardation or a related condition who has been determined not be At risk of placement in an intermediate care facility for persons with mental retardation. Services include assistance with budgeting, meal preparation, shopping, personal Appearance and related social support services needed to maintain and improve the Person's level of functioning.	252.275	Cty Levy, CSSA, State	Contract
<ul style="list-style-type: none"> ▪ Extended and Supportive Employment 	Services of the Minnesota Department of Economic Security Rehabilitation Services, Which are work-related, such as: vocational assessments, paid work, in-house manufacturing and production, on-the-job training and supported employment.			Contract
<ul style="list-style-type: none"> ▪ Day Treatment & Habilitation (DAC) 	Services directed at the development and maintenance of life skills and community Integration that includes supervision, training and assistance in the areas of vocational skill Acquisition, work and supported employment. Some areas of specific skill acquisition may include: self-care, communication, socialization, use of leisure time, behavior management, community survival skills and money management.	252.24	Cty Levy, CSSA	Contract
<ul style="list-style-type: none"> ▪ Community Residential Facilities & Services 	Community-based programs that provide 24-hour care, supervision, food, lodging, Training, and habilitation for four or more persons with mental retardation or related Conditions outside their own homes. Residential programs include both the residential Facility and the program of services provided.			Contract
<ul style="list-style-type: none"> ▪ Respite Care Services 	Short-term care provided to individuals due to the temporary absence or need for relief Of those persons normally providing the care. Respite care may be provided during the Day or overnight in the individual's home or in out-of-home setting.			Contract

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<ul style="list-style-type: none"> Public Guardianship 	The exercise of legal consent for programs or activities that meet the social, medical, Financial and residential needs of the ward in the least restrictive manner, while at the same Time protecting the best interest of the ward. This includes annual and quarterly reviews of physical, mental, and social adjustment and progress of each ward.	252A	Cty Levy, CSSA TCM, Fees	County
Adult & Elderly Care Services				
<ul style="list-style-type: none"> Adult Protection Investigation & Assessment 	Assessment for services includes appraisal of individual conditions, problems and needs For adult protective services. Assessment for investigation includes: determining if there is an allegation of maltreatment; and ascertaining whether the individual meets the criteria for being a vulnerable adult.	626.557	Cty Levy, CSSA, VA-TCM	County
<ul style="list-style-type: none"> Long Term Care Consultation (LTCC) 	Assessment of a person's overall care needs by a local county screening team to determine Whether community care or nursing home care is appropriate. The assessment includes Notifying clients of cost-effective services available and the development of an individual Service plan for those remaining in the community.	256B.0911	Cty Levy, MA	County
<ul style="list-style-type: none"> AC/EW/CAC/CADI Case Mgmt Services 	A systematic process of ongoing assessment, planning, referral, service coordination, and Monitoring, consultation and advocacy assistance through which multiple service needs of Clients are addressed to promote the securing of appropriate services.	256B.49		
<ul style="list-style-type: none"> Health Related Services 	These services include in-home or out-of-home services or activities designed to assist Adults and their families to attain and maintain a favorable condition of health. Examples Are extended home health or nursing services, extended home health therapies, behavior Programming, cognitive therapy, extended psychological testing and explanation of findings, extended occupational, physical, and speech therapies.			Contract
<ul style="list-style-type: none"> Chore Services 	Services such as routine housekeeping tasks, minor household repairs, shopping, lawn Care, and snow shoveling.			Contract
<ul style="list-style-type: none"> Home Based Support Services 	Services designed to support and maintain a client in the home. Services include medically-oriented tasks approved by a directing nurse and written in a plan of care; medically-oriented tasks prescribed by a physician, supervised by a registered nurse, and written in a plan of care; training and support to caregivers of handicapped adults or elderly persons.			Contract
<ul style="list-style-type: none"> Homemaking Services 	The provision or teaching of home management skills to individuals and families by a trained homemaker when the individual regularly responsible for those activities is temporarily absent or unable to manage the home and care for himself/herself or others in the home.			Contract
<ul style="list-style-type: none"> Assisted Living Services 	A variety of coordinated services tailored to each person's needs that enables them to remain in a self-contained housing environment such as an apartment building or board and lodging. These services usually consist of case management, three nutritionally balanced meals a day, assistance with personal care and activities of daily living, housekeeping and laundry, emergency call system, and assistance with medication.			Contract
<ul style="list-style-type: none"> Adult Foster Care Licensing 	Licensing of foster homes and family day care homes or the certification of in-home family day care providers and various recruitment and development activities directed toward ensuring that needed services and resources are available,	245A.16	Cty Levy, CSSA	County
<ul style="list-style-type: none"> Nursing Home Services 			MA, 3 rd Party	Private

Service Areas	Definition	Statute Ref	Fund Source	Who Provides
Economic Assistance Programs				
▪ MFIP Services	Families eligible for MFIP have automatic eligibility for Medical Assistance (MA MFIP is a combination of both cash and food assistance. It is a work-focused program with a goal of helping families move towards self-sufficiency through employment).	256J	Cty Levy, State Match	County, Contract
▪ Medical Assistance	Also called Medicaid, this program pays for medical care for low-income people under 21 and over 65 years of age or low income disabled individuals between 21 and 65	256B	State and Federal	County
▪ MN Care			State	
▪ GA – Medical Care	GAMC is a state program which provides medical care for people between the ages of 21 and 65 and who are not eligible for the Federal Medical Assistance Program.	256D	State	County
▪ Food Support	Food support is electronic benefits used to buy food. They cannot be used to buy alcoholic beverages, tobacco, or pet food; nor can they be used to buy non-food items	256J	State and Federal	County
▪ General Assistance	GA provides monthly cash assistance to people who cannot work due to a disability, illness, age, etc. Current monthly amount is \$203.00	256D	State	County
▪ Energy Assistance Program	EAP is a program available to low-income people to help pay fuel bills. It pays for wood, gas, fuel oil, or electric heat. It may also help in crisis situations, such as heat shutoff or shortage or to make heat-related repairs.		State and Federal	County
▪ Welfare Fraud Investigation	Investigates alleged welfare fraud reports and recommends disposition of cases investigated. Welfare fraud includes discrepancies such as unreported assets, household members, or income	256.98	Cty Levy, State Match	County
▪ Collections Activities	Accounting activities to collect client or “out-of-pocket” fees for services they have received, e.g., detox services, treatment services, out-of-placement services, etc.	256.01, 452	Cty Levy, state and federal match	County
▪ Burial of Indigent Residents	To provide county funded burial and funeral services to low income deceased county residents whose estate is not able to pay for these expenses.	256.935		County
Child Support Enforcement				
▪ Establish & modify child support	The child support enforcement program helps divorced or separated parents establish a financial partnership. An important goal of the child support program is to help families work toward becoming or remaining self-sufficient through improved child support collections, helping children receive the financial support, medical support, and child care support they deserve.	256.741, 452	Cty Levy, FFP	County
▪ Fathers Resource Program	The intent of these services is to increase fathers’ positive involvement in children’s lives; to strengthen families; and to decrease the number of fathers who are non-compliant with their child support orders. Program staff work closely with Child Support Unit staff, magistrates and district court administration.		Grant, FFP	Contract