

Pay to Address Change

Individual Home Help Providers

This document is for those individual providers that have been approved by an Adult Services Worker to have Home Help payments issued as a single party check. If you are an Individual Home Help provider seeking to change the address where the State of Michigan sends payment to, follow the below instructions.

You are required to send in a handwritten letter with the below details

Attention - Provider Enrollment.

- I want to change my CHAMPS “Pay To” Address.
- Print the correct Address.
- Print your Provider ID and Phone Number.
- Sign and date the letter.
- Fax letter to (517) 241-4160 or email to MSA-HomeHelpProviders@michigan.gov

Note: It is important to also update your Correspondence Address in CHAMPS. This will allow the State of Michigan to send you letters of upcoming changes and prior year W2s. Providers can go online within [MILogin](#) and access the CHAMPS application to change the Correspondence Address.

Resources

- Home Help Provider Support Hotline 1-800-979-4662
- Home Help Provider Support Email Providersupport@Michigan.gov
- Home Help Website <https://www.michigan.gov/homehelp>