

**Bulletin Number:** MSA 17-39

**Distribution:** Home Help Agency and Individual Providers

**Issued:** January 30, 2018

**Subject:** Home Help Travel Time Payment for Shopping and Laundry Services

**Effective:** March 1, 2018

**Programs Affected:** Medicaid, Healthy Michigan Plan, MI Health Link

The Michigan Medicaid Home Help program serves individuals with a demonstrated need for assistance with activities of daily living (ADLs). Those who qualify for the Home Help program may also receive assistance with instrumental activities of daily living (IADLs), which include shopping and laundry.

Effective March 1, 2018, caregivers will receive payment for travel time to shop for food, prescriptions, medical necessities and household items required specifically for the health and maintenance of the client. Travel time is not included in the current shopping or travel task limitation, but is in addition to the time to complete the task. Payment for travel cannot exceed the number of approved trips for these tasks, and the cost of mileage will not be included in the payment. Travel time for laundry will be paid when the caregiver is required to travel away from a client's home or their own home to perform this task.

Caregivers may receive payment for travel time up to:

- 2 round-trips each week for shopping.
- 2 round-trips each week for laundry.

Travel time for shopping and laundry will be determined by the adult services worker at the initial assessment and will be re-evaluated at each six-month review. For clients currently receiving Home Help services, travel time for shopping and laundry will be determined during the next visit with the client, but not later than the next review. The amount of time approved by the adult services worker will be based on information obtained from the client and the caregiver. Caregiver time needed to complete a client's laundry will be separate from the time needed to travel to the nearest laundry facility. Caregiver time for shopping must be incurred in the local area where the client residence is located.

For persons currently receiving Home Help services, payment for the caregiver's travel time will be made retroactively to the effective date of this bulletin once the assessment has been completed. The amount allocated for travel time will be based on normal, routine travel for the task being performed. Any permanent change in the amount of travel time required must be reported to the adult services worker within ten calendar days. The payment to cover travel time for shopping and laundry will be added in the regular monthly check.

### **Manual Maintenance**

Retain this bulletin until the information is incorporated into the Michigan Medicaid Provider Manual.

### **Questions**

Any questions regarding this bulletin should be directed to Provider Inquiry, Department of Health and Human Services, P.O. Box 30731, Lansing, Michigan 48909-8231, or e-mail at [ProviderSupport@michigan.gov](mailto:ProviderSupport@michigan.gov). When you submit an e-mail, be sure to include your name, affiliation, and phone number so you may be contacted if necessary. Providers may phone toll-free 1-800-979-4662.

### **Approved**



Kathy Stiffler, Acting Director  
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