

Housing Support Supplemental Services (HSSS)

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Overview

The purpose of Housing Support supplemental services is to help individuals receiving Housing Support room and board to maintain their housing. Individuals must be eligible and receiving Housing Support room and board to be eligible for supplemental services.

Individuals are not eligible for supplemental services if they:

- receive personal care assistance (PCA) authorized as part of a home and community-based services waiver
- receive waived services through Brain Injury (BI), Community Alternative Care (CAC), Community Access for Disability Inclusion (CADI), or Developmental Disabilities (DD)
- receive services through Elderly Waiver (EW) or Alternative Care (AC) and identify needing supportive services to assist with basic living and social skills and health supervision services on the Professional Statement of Need (PSN) Section 4. **(EW and AC recipients who identify needing support with tenancy and employment on the PSN are eligible for both waiver services and Housing Support supplemental services.)**
- live in an adult foster care setting.

The Minnesota Legislature establishes the Housing Support supplemental service rate. The current maximum rate is \$494.91 per month. Counties and tribes negotiate the supplemental service rates with providers and cannot exceed the maximum rate unless authorized by the legislature.

Eligible Providers

To be eligible to provide, bill, and be paid by Minnesota Health Care Programs (MHCP) for providing Housing Support supplemental services, providers must:

- Be an enrolled MHCP provider by meeting the requirements and submitting the forms listed on the [Housing Support Supplemental Services Enrollment Criteria and Forms](#) section of the MHCP Provider Manual
- Have a signed Housing Support Agreement with the county or tribe where the residence is located and an attached Vendor Profile Form specifying availability or authorization to provide supplemental services, and;
- Have an approved service authorization for each client being served.

Note: The Vendor Profile Form is provided by the county or tribe when entering into a Housing Support Agreement.

Eligible Members

Eligibility for Medical Assistance is not required. Members who receive Housing Support supplemental services must be eligible and receive Housing Support room and board. Eligibility includes the following:

- Disabling condition or certified disability, or age 65 years old or older;
- Low income and low assets, and;
- Reside in a setting authorized by the county or tribe with a Housing Support Agreement

Individuals must also have at least two of the following sets of **NEEDS** to qualify for the Housing Support supplemental services:

Need 1: Tenancy supports to assist an individual with the following:

- Find their own home
- Negotiate with landlord
- Secure furniture and household supplies
- Understand and maintain tenant responsibilities
- Conflict negotiation
- Budget and financial education

Need 2: Supportive services to assist with the following:

- Basic living and social skills
- Household management
- Monitor overall well-being
- Problem solving

Need 3: Employment supports to assist with the following:

- Maintain or increase employment
- Increase earnings
- Understand and utilize appropriate benefits and services
- Improve physical or mental health
- Move toward self-sufficiency
- Achieve personal goals

Need 4: Health supervision services to assist with the following:

- Preparation and administration of medications other than injectable
- The provision of therapeutic diets
- Take vital signs
- Provide assistance in dressing, grooming, bathing or with walking devices

Refer to the [Housing Support Setting Characteristics \(DHS-8292\)](#) table for more information. Questions about acceptable settings should be sent to dhs.dhs.grh@state.mn.us.

Covered Services

Supplemental services minimally include, but are not limited to, oversight and up to 24-hour supervision, medication reminders, assistance with transportation, arranging for meetings and appointments, and arranging for medical and social services. Additionally, supplemental services include any services indicated on the [Professional Statement of Need \(DHS-7122\) \(PDF\)](#) (review Eligible Members in this manual section).

Additional services may be covered if authorized in statute for a specific residence or category of housing.

Service Authorization (SA) Requirements

To provide Housing Support supplemental services and receive reimbursement for these services, there must be an approved SA for each individual served. County or tribal eligibility workers create the SA after the room and board has been approved.

Information on the SA includes:

- The MHCP-enrolled provider information who is authorized to provide the supplemental services
- Service authorization number
- Member ID and member name
- Date span of authorized services
- Approved procedure code
- Rate of payment for the service

MHCP places the SA into the Service Authorization Letters (SAL) folder of your MN-ITS miscellaneous received mailbox.

Before an SA can be approved, you must:

- Have a signed Housing Support Agreement with the county or tribe where the residence is located and an attached Vendor Profile Form specifying availability or authorization to provide supplemental services
- Be an enrolled MHCP provider

An SA is valid after it is approved unless one or more of the following occurs:

- The member becomes ineligible for services
- The member changes providers
- The provider's enrollment status changes or is pending updates
- The contract ends with the county

After the issue is resolved, the SA may be valid again.

Billing

Minnesota Department of Human Services (DHS) recommends that newly enrolled providers complete [Housing Support Supplemental Services MHCP Provider Manual section and MN-ITS Training](#) within six months of enrollment. DHS also recommends that new billing staff hired by agencies currently enrolled in MHCP should complete the first available [Housing Support Supplemental Services MHCP Provider Manual section and MN-ITS Training](#) session.

Submitting Claims

Do the following when submitting claims for Housing Support supplemental services:

- Use MN-ITS Direct Data Entry (DDE) or your own X12 compliance software (batch billing system)
- Use only the MN-ITS Professional (837P) claim. Refer to the [Housing Support Supplemental Services MN-ITS User Manual](#) for claim completion instructions
- Bill only for services already provided
- Bill only for services approved on the SA. Note: Services that require an SA cannot be billed on the same claim as services that do not require an SA
- Provider must enter a diagnosis code when submitting claims for all Housing Support supplemental services. Providers are required to use the most current, most specific diagnosis code when submitting their claims. MHCP will not display the diagnosis code of the member on the SA.

Approved Housing Support Supplemental Services Diagnosis Codes

Disability Condition Code	Primary Diagnosis Code
Developmental disability	F84.9
Learning disability	F81.89
Mental illness	F99
Physical illness, injury or impairment	R69
Chemical dependency	F19.20

Follow these billing guidelines:

- Use only the information listed on the approved SA when submitting claims for reimbursement.
- Use only daily spans on claim; date spans are not allowed on claim.
- Use only the Housing Support per diem amount as listed on SA.
- Use the most appropriate diagnosis code from the Approved Housing Support Supplemental Services Diagnosis Codes Table.
- The only place of service currently available for Housing Support supplemental services is the member's home.
- Housing Support per diem rate is procedure code H0043 with U5 modifier.
- Providers receive room and board payments through the DHS MAXIS system.
- When billing for Housing Support supplemental services, do not bill for the date of exit (the day the person moves out). Housing Support room and board payments are not paid for the date a person moves out.
- Providers can bill for supplemental services during any month that the person receives room and board.
- Providers should submit any questions about billing and the temporary absence policy to the Housing Support policy team at dhs.dhs.grh@state.mn.us. Information about the temporary absence policy can be found in the [Assistance Units – Temporary Absence](#) Combined Manual (refer to the GRH subsection).
- When members who receive supplemental services are also determined eligible for Housing Stabilization Services, the supplemental service rate is reduced by 50 percent for people living in Long-Term Homeless Supportive Housing or Metro Demo settings.

Definitions

Refer to [Minnesota Statutes, 256I.03](#) for definitions.

Legal References

[Minnesota Statutes, 256I](#), (Housing Support Statute)

[Minnesota Statutes, 256I.04](#), subdivision 2d(a) (Conditions of Payment; commissioner's right to suspend or terminate agreement)