



# **A Guide TO Living Options**



**7677 Oakport Street, Suite 300  
Oakland, CA 94621**

## **LICENSED RESIDENTIAL HOMES**

One of the choices you have is a *Licensed Residential Home*. There are different types and they may be referred to as a *Board & Care home*, *Group home*, *Adult Residential facility (ARF)*, a *Community Care Facility (CCF)*, or an *Intermediate Care Facility (ICF)*. Most of the time, six residents live in a licensed residential home with staff (Direct Support Professionals - DSP). Some may be smaller, with four residents. Individuals normally share a bedroom with one roommate. They may also share a bathroom with one or more persons. The DSP is there to help them and make sure they are safe. Whenever an individual is home, the DSP is always available.

Licensed residential homes are subject to laws and regulations in order to operate. They are licensed either by the Department of Social Services Community Care Licensing or the Department of Health Services. The homes have specific reporting and staff training requirements. Although individuals residing in the home are afforded choices, there may be some areas that conflict with regulatory requirements. Most homes have house rules that everyone must follow.

Everyone is different and may need help with different things. Some people need help taking care of themselves. They may need help with dressing, eating, or bathing. Others may need help learning how to get along with people at home and in the community. Some people have health problems and need to live in a place that will give them intermittent nursing care. Other people are very independent and do not need much help at all. Because needs are different, licensed residential homes are set up to provide different kinds of services to meet the needs of the people who live there.

On the next few pages you will learn about different kinds of licensed residential homes.



## **COMMUNITY CARE FACILITIES**

The State of California Department of Social Services, Community Care Licensing Division (CCL), licenses all Community Care Facilities (CCF's). Homes are licensed based on the age of the individuals residing there. This means that licensing worker visits each home on a regular basis to make sure residents are safe, and the house is clean and comfortable. Licensing workers also check to make sure the staff persons working in the home do not have criminal records. CCF's are required by law to provide care and supervision to residents 24 hours a day, seven days a week. Most residents are involved in day programs or school, and encouraged to participate in activities based on their interests and abilities. The following types of licenses are used based on the home and staff meeting a number of regulatory requirements:

- Small Family Home (SFH) ages 0-18. Licensed for 6 or fewer children and the licensee must reside in the home.
- Group Home 0 – 18, homes that can serve 6 or more children and the licensee does not need to reside in the home.
- Adult Residential Facility (ARF) ages 18 – 59
- Residential Care Facility for the Elderly (RCFE) 59 and over.

**Who Pays?** In a Community Care Facility, you pay from your Social Security check (SSI and/or SSA) for your “room and board”. This pays for your room, meals, bedding, towels, toilet paper, soap, shampoo, toothpaste, and many other things. In some cases, the regional center may become your payee and will then pay your rent to the home every month. In addition to the “room and board” rate, the regional center pays extra money to homes at rates set by the State (see Table 1). When you live in a Community Care Facility, you will get Personal and Incidental (P & I) money to spend each month. This money is what is left over from your SSI check after you pay your room and board fees. P & I can be used to purchase your personal items outside of those required by the home to provide. Sometimes you take care of the money yourself, and sometimes the staff at the Board & Care home takes care of it for you.

### **Regional Center Contracts with Homes Level 1, Level 2, Level 3 and Level 4 Homes**

A **Level 1** home, also called a board and care home, provides a place to stay and may provide meals. The people who live in Level 1 homes are usually very independent and do not need much help.

**Level 2-4** homes provide a place to stay and meals, plus staff persons are on hand to help residents, and make sure everyone is safe.

In general, the higher the level of the home, the more staff people are available to help residents. A team that includes the consumer and family, the regional center Case Manager, and sometimes other friends or professionals such as a physician, a nurse or a psychologist, decide just what level of home a person needs.

Staff people in the home may help residents with dressing, bathing, and other personal hygiene; help with taking medications, and making sure medications are stored safely; help getting to the doctor or dentist; making sure residents get out into the community regularly; help residents with spending and saving their money; making sure meals are healthy; and keep the home clean and safe inside and out. Staff people are also required to provide activities that will help residents be more independent, and work on each resident’s Individual Program Plan (IPP) objectives.

## **HEALTH CARE FACILITIES**

The State of California Department of Health Services (DHS) licenses all Health Care Facilities. This means that a DHS licensing worker visits each home on a regular basis to make sure residents are safe, healthy, and active. DHS workers also check to make sure the staff members working in the home do not have criminal records. Health Care facilities are required by law to provide care and supervision to residents 24 hours a

day, 7 days a week. A team that includes the consumer and family, the regional center Case Manager, and usually a physician or nurse, decide what kind of health care facility a person needs.

**Who Pays?** In a Health Care Facility, the federal Government pays for your rent and for the services you need. If you receive SSI and/or SSA, when you move into a Health Care Facility, you stop getting these checks. Instead, MediCal pays the rate and there may be a share of cost for you. You also will get money each month that you can spend on anything you want, but it not as much as you would get if you lived in a Community Care Facility.

### **Intermediate Care Facility/Developmental Disabled-Habilitative (ICF/DDH)**

An ICF/DDH is a small health care facility. An ICF/DDH usually looks like a typical home, and most serve six residents. Some are larger and serve up to 15 residents. "Habilitative" means that the residents are given the care and training they need to be more healthy, active, and independent. People who live in an ICF/DDH may have health problems that need to be checked from time to time, but are not serious enough to require regular nursing care.

### **Intermediate Care Facility/Developmentally Disable-Nursing (ICF/DDN)**

An ICF/DDN usually looks like a typical home and serves six residents. Some are larger and serve up to 15 residents. People who live in an ICF/DDN have health problems that require regular nursing care. ICF/DDN staff are supervised and trained by a licensed nurse. Residents are also provided with habilitative services. This means that they are given the care and training they need to be more healthy, active, and independent.

### **Skilled Nursing Facility (SNF)**

A SNF can be a facility by itself or a part of a hospital. People who live in a SNF have serious health problems that require 24-hour nursing care. Nurses are there at all times and physicians are on call to respond to urgent needs. The resident's health care needs are a priority in a SNF, but social and recreational activities are also provided.

## **OTHER LIVING OPTIONS**

### **Family Home Agency for Adults (FHA)**

An FHA is for adults who want to live with another family other than their natural family. An FHA is a private, not-for-profit agency. The FHA finds and trains families who would like to have one and no more than two people with a disability live with them. The homes are certified and monitored by the FHA to meet regulatory requirements. The regional center and the FHA work together to make sure each Family Home provides good care and services.

### **Foster Family Agency (FFA)**

FFA's are non-profit organizations licensed by Department of Social Services to care for children in certified homes. These organizations are responsible for recruitment, training and certification of families who provide care for children. Ongoing support for both the certified home and child is provided by a staff or social work professionals and consultants. The certified family becomes an extension of the child's natural family system.

## **INDEPENDENT LIVING and SUPPORTED LIVING SERVICES**

Another choice to think about is living on your own. There are agencies that can provide different kinds of help or "supports" so you can live in your own place. There are two kinds of services that can help you live on your own. They are called *Independent Living Services (ILS)* and *Supported Living Services (SLS)*. ILS and SLS agencies usually support people in apartments that they share with someone else. You might prefer to live alone if you can find an affordable apartment. You pay your own rent out of your own money. The apartment you live in can be anywhere you like and that you can afford. Unlike a Licensed Residential Home, staff will not be there to help you all the time. Staff will only visit at times when you need help the most. ILS and SLS sound very much the same but there are big differences that you should know before you make a choice.

### **Independent Living Services (ILS)**

Independent Living Services focus on functional skills training for adult consumers who generally have acquired basic self-help skills and basic safety awareness. The training is designed to provide awareness. The training is designed to provide instruction on skills such as cooking, cleaning, shopping, menu planning, money management, mobility training, locating appropriate housing, use of community resources and self-reliant behavior that empowers the consumer to be fully integrated into the community.

Since it is your own apartment, you will pay the rent, groceries, phone service, and other utilities, like anyone else. The regional center pays the ILS agency for the staff that helps you. The idea behind ILS is to help you learn the things you need to know so that after awhile, you can live on your own with minimal help or without any help at all.



If you want ILS, the first thing you do is ask your Case Manager. Your Case Manager will tell you about the different ILS agencies in the area. After you choose one, the ILS agency will do an “assessment”, which means someone will meet with you and talk about living on your own. They will ask you questions about where you want to live, how much rent you can afford to pay, and how much help you think you will need. A team that includes you and your family, the regional center Case Manager, and sometimes other professionals such as a physician, a nurse, or a psychologist, usually discuss how much help you will get. If you decide that ILS is what you want, the ILS agency can help you find a place to live. Renting an apartment can be expensive, and you may need to find a roommate to share the costs with you. ILS agencies can usually help you find a roommate if you don't already have a friend in mind.

## **Supported Living Services (SLS)**

Like ILS, Supported Living Services are usually provided by an agency made up of staff that comes to your own place to help or “support” you. SLS must be cost effective as required by regulation. You pay your own rent out of your own money. The regional center pays the SLS agency for the staff that helps you. You are in charge. You decide, with supports, who will help you in your place. If you are not happy with the staff that is helping you, you can let them go. The big difference is that SLS is not temporary. SLS staff will help you for as long as you need it. One difference between ILS and SLS is that some of the people who help you may not work for the SLS agency. They will be people you know and trust who agree to help you for free. These people are sometimes called your “Circle of Support”.

If you want SLS, the first thing you do is ask your Case Manager. Your Case Manager will tell you and your family all about SLS, and give you the names of the SLS agencies in the area. After you choose an agency, it’s time to plan for your future. Remember, with SLS, you are in charge. But being in charge does not mean that you have to make all the decisions by yourself. You have the right to ask for a meeting to help you make your plan. You can invite anyone you want to this meeting to help you. Some of the people you invite will become part of your Circle of Support. Your Case Manager and at least one person from the SLS agency you chose will be there too. After your plan is finished, the SLS agency and your Circle of Support will work with you to find a place to live. Because rent is very expensive, you may need to find a roommate to share the costs with you. The SLS agency and your Circle of Support can help you find a roommate if you need one.

## **WHICH LIVING OPTION IS BEST FOR YOU?**

Once you’ve made your decision, talk to your Case Manager and tell him/her that you want to move. Tell your Case Manager why you want to move, what area you would like to live in, and what you want and need. Your Case Manager will find out which homes have openings in the area you want and arrange for you and your family to visit. It may take a few weeks, or even longer, for your Case Manager to find a home that you would like. Sometimes there aren’t any homes in the area you want to live in. Sometimes there are homes, but there aren’t any openings. Be patient. Your Case Manager will call you when he/she has found homes for you to see. Call your Case Manager if you do not hear anything after three or four weeks.

Once your Case Manager has found a home that you might like, a visit is scheduled. This visit is sometimes called a pre-placement visit. You can invite your family a friend, or your Case Manager to go with you. If you can, go at dinnertime when all the residents are home so that you can meet everyone. Take a tour. Look at the house inside and out. Is it clean and comfortable? Ask to see the available room and meet the person who might be your roommate. Look at the neighborhood. Are there stores

and restaurants nearby? If you take the bus, is there a bus stop close by? Is the home close enough to your family, your friends, and your job or school?

This visit is a time for staff persons to ask you questions about what you like to do and what kind of help you will need. But more important, it is time for you to ask questions. What are the house rules? When do residents have house meetings to talk over problems and make plans together? What does everybody do in the evenings and on weekends? What do they do for fun?

If you are thinking about living on your own and having an Independent Living Agency help you, the most important thing to do is talk with your Case Manager. Ask questions. Who can help me? How much rent will I pay? Will they help me find a roommate if I need one? How long will it take to move into my own place? Get as much information as you can before you make your choice. Be patient. After you choose an agency, it may take weeks or even a month or two before you move into your own place.

If you are thinking about living on your own and having a Supported Living Agency help you, the most important thing to remember is **YOU ARE IN CHARGE!** This means that you and your family will need to learn as much as you can about SLS before you choose an agency to help you. Ask your Case Manager to have your Circle of Support planning meeting as soon as possible. You can invite as many people as you want to your meeting. When you invite the people in your Circle of Support, be sure to give them plenty of advance notice, maybe two or three weeks before the meeting happens. Your Case Manager can help you with this. Choose a place to meet that's really comfortable for you. It should be quiet and away from other people so that the meeting will not be interrupted. Some good choices for a meeting place might be your own living room, or a classroom at school, your church, or the regional center. Don't think that you will have to do all the talking. The people in your Circle of Support will be talking too. Together, you will come up with a plan that explains how everyone in your Circle of Support will help you in your own place. Be patient. It may take a few months before you move into your own place.

# MORE INFORMATION

You can contact any of the following to learn more about living options available to you:

- **Your Regional Center**

For information about all community living options available in your area; laws and regulations covering both Community Care Licensed Facilities (Title 22); Department of Health Licensed Facilities (Title 22); review of facility program designs; Independent Living Services; Supported Living Services.

- **Community Care Licensing**

For information about CCL laws and regulations (Title 22), and licensing reviews of facilities.

San Bruno Office: (650) 266-8800

Oakland Office: (510) 286-4207

- **Health Care Licensing**

(510) 883-6881

- **Advocacy Services**

For information about others who can help you.

Office of Client's Rights Advocacy  
(510) 267-1280 or 1-866-865-1758

Area Board 5

East Bay Office: (510) 286-0439

Your regional center Consumer Rights Advocate (call your regional center)

Your Case Manager

COMMUNITY CARE FACILITY RATES  
Effective January 1, 2008

	<b>TOTAL MONTHLY GROSS*</b>	<b>REGIONAL CENTER SUPPLEMENT</b>
<b>Level 1</b>		
Owner Operated:	<b>\$928</b>	<b>\$0</b>
Staff Operated:	<b>\$928</b>	<b>\$0</b>
<b>Level 2</b>		
Owner Operated:	<b>\$1,910</b>	<b>\$982</b>
Staff Operated:	<b>\$2,146</b>	<b>\$1,218</b>
<b>Level 3</b>		
Owner Operated:	<b>\$2,194</b>	<b>\$1,266</b>
Staff Operated:	<b>\$2,502</b>	<b>\$1,574</b>
<b>Level 4A</b>	<b>\$2,941</b>	<b>\$2,013</b>
<b>Level 4B</b>	<b>\$3,134</b>	<b>\$2,206</b>
<b>Level 4C</b>	<b>\$3,326</b>	<b>\$2,398</b>
<b>Level 4D</b>	<b>\$3,567</b>	<b>\$2,639</b>
<b>Level 4E</b>	<b>\$3,825</b>	<b>\$2,897</b>
<b>Level 4F</b>	<b>\$4,082</b>	<b>\$3,154</b>
<b>Level 4G</b>	<b>\$4,386</b>	<b>\$3,458</b>
<b>Level 4H</b>	<b>\$4,707</b>	<b>\$3,779</b>
<b>Level 4 I</b>	<b>\$5,159</b>	<b>\$4,231</b>

"Total Monthly Gross" consists of SSI portion of \$928 and "Regional Center Supplement".  
The "Total Monthly Gross" does not include P&I which is \$121.

# ***NOTES***