



**Modified and
updated February
2024**

Housing Stabilization Services Learning Session

Getting Started

HOSTED BY THE HSS TA TEAM



Housing Stabilization Services TA Team

Our goal is to support agencies and communities in implementing the new Housing Stabilization Services so that people experiencing homelessness get the help they need to achieve housing stability.

Purpose of Learning Sessions

Each session will include:

- Helpful tips and tools provided by the TA team
- Open Q&A on topic
- Opportunities for sharing experiences across agencies

Today: Getting Started

Goals

- Identify a starting point for new providers
- Break initial tasks into clear first steps

This session is **NOT** a substitute for official guidance from DHS.

Getting started: Provider Tool Kit

1. Get familiar with Housing Stabilization Services.
2. Gather feedback from staff and leadership and develop buy-in.
3. Decide if you will be providing Consultation, Transition/Sustaining Services, or both.
4. Determine your target population.
5. Review provider enrollment requirements.
6. Develop an initial budget.
7. Assess existing agency policies and procedures.

Get familiar with Housing Stabilization Services.



TO DO's

1. Understand basics of Housing Stabilization Services and Medicaid.
2. Know where to find the information you need.

Medicaid basics

DB101: Medical Assistance
Overview

Medicaid Basics (DHS)

Housing Stabilization Services basics

[HB101 article](#)

Housing Stabilization Services TA site

- [Getting started guide](#)
- [HSS Provider Resources for Getting Started](#)

Navigating the DHS site

[Policy page](#)

[MHCP provider manual](#)

- [Housing Stabilization Services policy page](#)
- [Provider enrollment criteria and forms](#)

Gather feedback
from staff and
leadership and
develop buy-in.



TO DO's

1. Review Housing Stabilization Services Learning Session: Staffing & Services
2. Start the dialogue.
3. Develop a plan for continued engagement.

Decide if you will be providing Consultation, Transition/Sustaining Services, or both.



TO DO's

1. Review:

- HSS Transition/Sustaining or Consultation – Guide to understanding roles
- Conflict of Interest guidance

Determine your
target population.

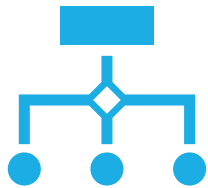


TO DO's

1. Determine:

- How many people in your current clientele base meet the individual eligibility requirements?
- What is your agency's capacity or desire to take on new clients?

Resources



[Housing Stabilization Services Agency Flowchart for Client Eligibility](#)



[Learning Session: Client Eligibility](#)



[HSS Potential Eligibility – Tracker of clients currently served who might meet HSS eligibility](#)

Review provider enrollment requirements.



TO DO's

1. Read through the Housing Stabilization Services provider enrollment criteria.
2. Ensure staff who will be providing services meet the requirements.

Tips and resources

You will need to pay an application fee. The enrollment is typically good for up to five years. If you are providing Housing Sustaining Services in multiple locations that you own, you will have to pay an additional fee for each location.

The provider enrollment process will take at least 60 days to be fully approved (up to 30 days for the initial DHS review, and up to 30 days for the second DHS review).

[Housing Stabilization Services TA Team Provider Enrollment Guide](#)

Gantt Chart

[HSS-TA Team Gantt Chart](#)

Visualizes which steps can be completed concurrently – includes provider enrollment, project setup, and implementation for both HSS and Housing Support

Staff qualifications

Anyone providing Housing Stabilization Services must:

- Complete mandated reporter training
- Pass a criminal background check
- Be knowledgeable of local housing resources
- Complete Housing Consultation and/or Housing Transition and Sustaining [trainings](#)

Develop an initial budget.



TO DO's

1. Review the list of [covered activities](#)
 - Do you have existing funding gaps that need to be filled?
 - Are you currently serving people with grant funding that could be getting services through Housing Stabilization Services?
2. Review [impact to other services](#)
3. Complete the [Simple HSS Budget Forecasting Tool](#)

Tips from providers

Spend time reviewing materials before you start.

Take time to understand individuality eligibility requirements and paperwork to avoid denials.

Learn about the MCOs in your area and what their requirements and billing processes are.

- [MCO Enrollment Guide](#)

Tips from providers, cont.

Integrate a process into client intake to understand what services individual is already receiving, including

- Housing Stabilization Services from another agency?
- Targeted Case Management?
- Disability waivers?
- Housing Support?

Understand how Housing Support interacts with Housing Stabilization Services. Spend time reviewing materials before you start.

Thank you!



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