

Welcome

Quality Standards Program

Potential Housing Provider Orientation



Presented by Kern Behavioral Health & Recovery Services
Housing Services Team





House Keeping Items

Have you read the [Quality Standards Manual](#)?

The manual is posted on the [Kern Behavioral Health & Recovery Services \(kernbhhs.org\)](http://kernbhhs.org)
Under Housing Information? **Becoming a Provider:**

Have you completed documents posted on the KernBHRS.org website
and emailed them to HousingServices@kernbhhs.org?

1. [Quality Standards Housing Provider Application](#)
2. [Acknowledgement Form](#)
3. [Ethics Agreement](#)
4. [Purpose & Intention](#)
5. [Treatment Team Notification Agreement](#)
6. [Attestation acknowledgement of reviewing this orientation](#)





Housing Services Team Purpose

Is to serve as a liaison within the behavioral health system of care, community-based organizations, partner agencies, and Quality Standards Housing Providers to support placement of clients into safe, stable, recovery-oriented and supportive housing.





Housing Services Team Mission

- Serve as a housing resource
- Collaborate with treatment teams and community-based organizations
- To identify and support opportunities for housing and supportive services, to reduce client risk of homelessness.
- Remove barriers to access
- Promote retention in stable housing





Housing Services Team Role

- Collaborate with treatment teams for retention of current housing
- Coordinate and process supportive services for clients at high risk for homelessness
- Monitor Quality Standards Housing Provider Facilities
- Mentor & Provide Training to Quality Standards Housing Providers



Quality Standards Program

Housing by Type

- 1) Licensed Adult Residential Facilities (**ARF's**)
- 2) Licensed Residential Care for the Elderly (**RCFE's**)
- 3) Unlicensed Room and Boards (**R&B's**)
- 4) Unlicensed Sober Living Environments (**SLE's**)
- 5) Unlicensed Transitional Sober Living Environments (**TSLE's**)



Adult Residential Facilities

- Adult Residential Facilities (**ARF's**) are facilities licensed by the State of California Department of Social Services, Community Care Licensing Division, (**CCLD**).
- (**ARF's**) can be any capacity. (**ARF's**) provide 24-hour non-medical care for adults ages 18 through 59, who are unable to provide for their own daily needs.
- Click [here](#) for more information



Residential Care for the Elderly (RCFE's)

(RCFE's) are housing arrangements where varying levels of care and supervision are provided. **(RCFEs)** are chosen voluntarily by the individual or by the individual's guardian, conservator, or other responsible person. Most residents of RCFEs are 60 years of age or older. Residents below the age of 60 must have needs compatible with other residents.

For more information click [here](#)



Unlicensed Room & Board (R&B)

- Unlicensed Room and Boards (**R&B's**) are not certified or licensed by any state or local agencies.
- Room and Boards offer a homelike environment for residents
- Homes can be unsupervised or supervised (highly encouraged provide onsite supervision)
- May or may not provide food (highly encouraged to do so)

Unlicensed Sober Living Environments (SLE's)

- **(SLE'S)** are not certified or licensed by any state or local agencies
- Require 24-hour staff supervision
- Residents participate in self-help and recovery groups
- 3 meals per day is normally provided

Unlicensed

Transitional Sober Living Environments (TSLE's)

- **(TSLE'S)** are not certified or licensed by any state or local agencies
- Does not require 24-hour staff supervision (highly encouraged to do so)
- **(TSLE's)** are considered a step down from a traditional SLE
 - Residents participate in self-help and recovery groups
 - Applicants to **(TSLE)** should have already completed a traditional (*SLE*) and be approved by SLE, Probation, Parole, or treatment team.
 - May or may not provide meals

Steps for Quality Standards Program Approval

- Complete an [application](#) to the Quality Standards Program, located online at kernbhhrs.org [Housing Info](#) and email to HousingServices@kernbhhrs.org (this is normally completed prior to orientation)
- Complete the following forms and email to: HousingServices@kernbhhrs.org
 - ✓ [Acknowledgement Form](#)
 - ✓ [Purpose and Intention Form](#)
 - ✓ [Treatment Team Notification Agreement](#)
 - ✓ [Ethics Agreement](#)
 - ✓ [Attestation acknowledgement of reviewing this orientation](#)



Steps for Quality Standards Program Approval Continued

- Obtain a [Business Tax Identification Number](#) & Provide to HST
 - a. [City Business License](#)
 - b. [County Business License](#)
- Conditional Use Permit or CUP Verification Form from the city or county Planning Department depending on your facility's zoning, see [here](#)
- Provide Proof of Property and/or Vehicle Liability Insurance if transportation is provided
- Create a Policy and Procedure Manual (template will be emailed to you by Housing Services)
 - Provide an Organizational Chart for facility
 - List of employees with [background check](#)
 - ✓ Once information shows. Use Print to PDF option and save the file under name. If there are no cases still save as PDF and name file under the name you are searching. Then email and attach the PDF to your email to HousingServices@kernbhhs.org
 - Schedule Initial Site Review/Inspection with the HST
 - ✓ See page 71 of the [Quality Standards Program Manual](#)



Guidance for setting Rental Rates

- Keep in mind that self-pay clients are usually on a fixed income (Social Security Rates) and are looking for affordable placement
- Look at the current housing list of providers to get a sense of what each program type is currently charging
- Base your fees on what type of services you are currently providing such as meals, transportation, enrichment activities, staff support, etc.
- This program is voluntary and Kern BHRS is not entering a contract with your facility. Keep in mind that Kern BHRS cannot guarantee to fill your beds. We encourage you to promote your business and obtain residents through other agencies such as Payee Services, private pay, etc.





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Housing Services Team Contacts

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Kern Behavioral Health and Recovery Services

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