



WISCONSIN DEPARTMENT
of HEALTH SERVICES



2023 Recovery Voucher Stakeholder Kickoff Meeting

Paul Krupski
Director of Opioid Initiatives
August 24, 2022

Recovery Residence Registry

2019 Act 120

- DHS shall establish and maintain a registry of approved recovery residences.
- DHS shall approve a recovery residence for inclusion in the registry if the recovery residence requests registration
- A recovery residence is not required to register with the department unless the recovery residence seeks referrals or state or federal funds passing through the state treasury.

Recovery Residence Registry

- Established April 2021 with the update of Administrative code DHS 46.234.
- A Recovery Residence is defined as a “home-like, residential environments that promote healthy recovery from a substance use disorder and support persons recovering from a substance use disorder through the use of peer recovery support.”
- DHS Division of Quality Assurance (DQA) Behavioral Health Certification Section (BHCS) maintains the Recovery Residence Registry.

Recovery Residence Registry

- Recovery Residences placed on the registry are required to agree to establish and maintain the following standards:
 - Operate with integrity, uphold residents' rights, create a culture of empowerment where residents engage in governance and leadership, and develop abilities to apply the social model form of recovery that focuses on learning from the experiences of peers who are also in recovery.
 - Provide a home-like, safe, and healthy environment.
 - Facilitate active recovery and recovery community engagement, model positive social behaviors and relationship enhancement skills, and cultivate residents' senses of belonging and responsibility toward community.

Recovery Residence Registry

- Recovery Residences placed on the registry are required to agree to establish and maintain the following standards (cont.):
 - Maintain an environment in the residence free from alcohol and illicit drugs.
 - Have courtesy rules for residents and be responsive to concerns of neighbors to the residence.
 - Display in the residence the code of ethics, grievance procedure, and grievance contact information.
 - Accept residents who participate in Medical-Assisted Treatment.

Recovery Residence Registry

- Completion of the Recovery Residence Registry Application [Recovery Residence Registry Application, F-02706](#) is required to be submitted to the department.

Recovery Residence Registry

- The Recovery Residence Registry is a public directory and provides the following information:
 - Name of the residence
 - Person or company who operates the residence
 - City
 - Contact person and phone number
 - How many residents are excepted at the residence
 - Email and web address if the residence provides this information
 - *Addresses are not published on the public directory

Recovery Residence Registry

- The department does not conduct surveys or endorse any Recovery Residences that are on the registry
- DQA BHCS will investigate complaints submitted to the department that outlines any violations to the seven required standards the Recovery Residence agreed to follow
- Recovery Residences are listed on the State of Wisconsin Provider Search and documentation of any complaint reviews are listed

Questions?



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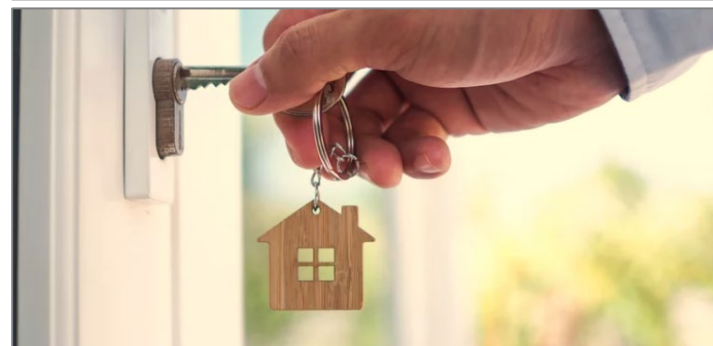


2023 Recovery Voucher Stakeholder Kickoff Meeting

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August 24, 2022

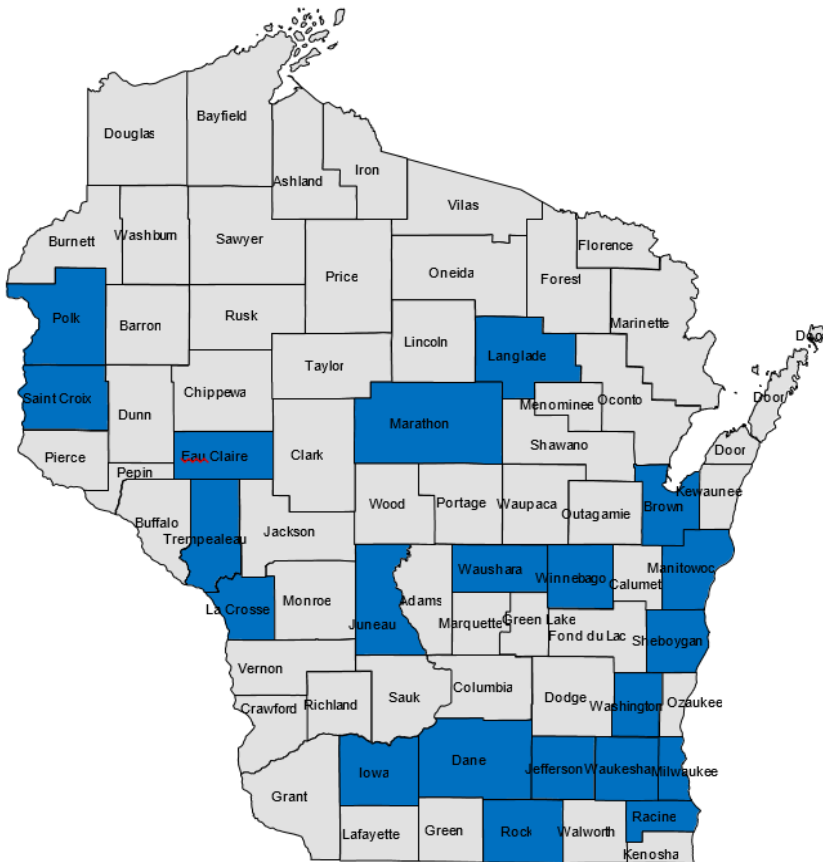
Structure of Program

- DHS/DEHCR will contract with several agencies throughout the state who will act as centralized resource centers for recovery vouchers for their Continuum of Care (CoC) or Local Coalition (LC) by:
 - Accepting client referrals from partner organizations
 - Working with clients to house them in recovery residences
 - Publicizing the program



Structure of Program

Map of Recovery Residence Locations



- CoCs/LCs are groups that are made up of agencies, non-profit organizations, local governments, and other stakeholders who are working to provide services, support, and housing to individuals experiencing homelessness or at risk of homelessness
 - 4 HUD-recognized CoCs: Milwaukee, Dane, Racine, Balance of State (BOS; covers 69 counties)
 - The BOS is divided into 21 groups of counties referred to as LCs
- There are recovery residences in:
 - All 4 HUD-recognized CoCs
 - 15 of the 21 LCs

Agency Eligibility

In order to be eligible applicants **must be willing to be a centralized resource for their CoC/LC** for other partners and organizations to refer clients to, so the clients can access recovery vouchers. There **must be a DHS recognized recovery residence within their service region.**

Additional qualifications include:

1. They are members of their HUD-recognized CoC/LC
2. They have current direct experience delivering services to people experiencing homelessness
3. They have an active HMIS subscription
4. They are registered with SAM.gov and can show proof of non-debarment/no active exclusions



Client Eligibility

In order to be served by the RV grant program, clients must meet both of the following criteria:

1 - Opioid use disorder (OUD) diagnosis or treatment within the past 12-months

- Certification can be provided via:
 - Signed note from provider
 - Record from health care or behavioral health provider
 - Claims statement
 - Call with release of information

2 - Experiencing Homelessness, or at Imminent Risk of Homelessness, or Fleeing Domestic Violence

- Documentation requirements are the same as HUD Homelessness Categories 1, 2, or 4
 - See [Recordkeeping by Definition of Homelessness](#) for more details

Eligible Costs

There are 2 types of eligible costs

1- Recovery Vouchers (Program Costs)

- Can cover the cost of a client staying at a recovery residence. The funds will cover the cost of a bed but cannot cover any additional services such as case management, costs for participating in support groups, recovery support services etc.

2 - Administrative Costs

- These funds can pay for administrative costs such as, but not limited to, the cost of office space, computers, office supplies, and salaries for agency wide functions such as accounting.
- Applicants can request up to 10% of their award be administrative funds but can also request less or none.

Ineligible Costs

Costs that cannot be paid for with RV grant funds include:

- Case Management
- Costs for the client to participate in support groups, counseling, or recovery support services
- Charges for recovery residence stays outside of the program guidelines (including but not limited to term, and rates)
- Capital expenditures
- Anything that can be construed as entertainment
- Alcohol
- Anything not explicitly allowed per the Program Manual



Recovery Residence Guidelines

Clients' stays in recovery residences will adhere to the following guidelines, and these guidelines will be outlined in a Recovery Residence Stay Agreement signed by both the agency and the recovery residence when the client is placed.

Rates & Payments

- The RV grant program can cover a security deposit and monthly charges for a bed within a room at a DHS recognized recovery residence. Typically, there are 2 beds to a room. Rooms deviating from the norm, can be reviewed and approved by the agency on a case-by-case basis.
- The rate charged to the agency cannot be more than the cost of an unassisted bed (a bed not paid for by the RV grant program) and must be below the RV Maximum Allowable Rate.
- **The RV Maximum Allowable rate is 135% of the Fair Market Rate (FMR) for a Single-Room Occupancy (SRO)*** for the recovery residence location.
- If the client's term ends within the first 15 days of the month, the recovery residence is to return half the amount of that month's voucher
- Monthly charges cannot be paid in advance

*Information on and the FMR SRO rate for your area can be found at: [Fair Market Rents \(40th PERCENTILE RENTS\) | HUD USER](#)

Recovery Residence Guidelines

Length of Stay

- Clients can be supported for up to 24-months however each agency can decide whether their agency's tenure policy will be less than 24-months
- The client's bed may be held if the client is a "no-show" for a maximum of 30-days, if the recovery residence chooses to do so

Policies

- The recovery residence must inform the agency if there are any issues with the client to help prevent client being asked to leave the recovery residence. If the client is asked to leave the recovery residence, the agency must be immediately informed (within 48 hours) and preferably before eviction/termination whenever possible
- Each recovery residence must provide a copy of their policies, procedures and termination policy to the client, and collect a signed form from the client attesting to receiving the documentation
- When a client's stay ends, the recovery residence must share where the client is exiting to if known
- Not a policy but encouragement: whenever possible please do not immediately evict someone if they relapse

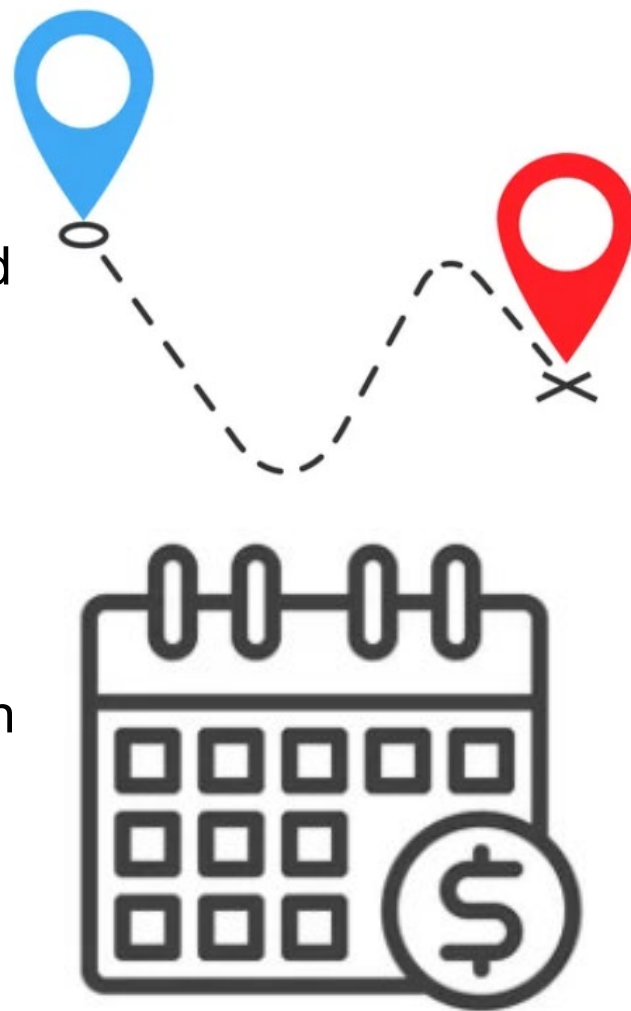
Grant Awards

- Applicants can request up to \$100,000/year
- Potential considerations when estimating your request:
 - Potential number of clients
 - FMR in your region and the RV Maximum Allowable Rate
 - How quickly the program can stand up in your area
 - RV Grant Estimated Spend Potential Tool on the [DEHCR website](#)



Policies & Administrative Notes

- If services are not available in the CoC/LC region and the client agrees, clients can be placed in recovery residence outside of the CoC/LC region by the original agency or by the local RV agency where the bed is located
- DEHCR will annually monitor agencies involved in the program. The monitoring will be done either virtually or in person and will review at minimum: financials, agency program policies and procedures, program policies and procedures, and client files
- Agencies will be able to request payments on a monthly basis
- The full details of the RV grant program can be found in the Program Manual on the [DEHCR website](#)



Client Files

Each client file will be split into two parts, an electronic file kept in HMIS and a file for documents that will be kept outside of HMIS.

Non-HMIS

- Client eligibility documentation
- Rate documentation (same as or lower than non-assisted beds, and equal/lower than the RV Maximum Allowable Rate)
- Signed Recovery Residence Stay Agreement
- Documentation of assistance and payments made
- Client certification they received a termination policy

HMIS

- Initial Assessment Information: income and sources, sociodemographic information
- Program Participation Information: entry/exit dates, entry/exit dates from recovery residence, recovery residence's county, reason for exiting, exit destination
- Annual Reassessment: income and sources, substance use over the last 12-months

Reporting

- All reporting will be done through HMIS and will be pulled by ICA
- Given this, it will be extremely important for agencies to keep HMIS up to date
- Reporting will look at a variety of metrics including but not limited to:
 1. Number of people served in each eligible category of homelessness
 2. Average number of days from when a client enters the RV grant program until recovery residence move-in
 3. Number of people enrolled in the program without move-in
 4. Average number of days clients stay in a recovery residence (while part of the program)
 5. Percentage reoccurrence of homelessness for those exiting to permanent housing

Application & Timeline

- Instructions for how to apply will be posted on the web 9/7/22
- Applications due 10/7/22
- Grant Award Notices to awardees and non-awardees will be sent out w/o 11/7/22
- Kickoff Meeting with grantees: w/o 12/5/22
- Performance Period Start: 1/1/23
 - End Date: 12/31/23

*Dates are subject to change

Questions?