



Memorandum

Date: July 18, 1995

To: Directors of Income Security

From: Gerry Schmidt/Helmut Klein
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Income Security &
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Subject: **Additional Home Visit Exemption Codes**

Further to Directive #95-26, and based on the recommendation of the workload committee, changes have been made in SAMIN to allow workers to use the following Home Visit Exemption Codes:

- MC - Mentally Challenged (Client with Community Services Worker).
- MH - Mental Health (Client with Mental Health Worker)

These codes (MC and MH) are to be used only if it is known that another worker (Mental Health or Community Services) is involved with the recipient, and are to replace the Other Worker (OW) home visit exemption code that is currently in SAMIN.

To allow staff time to review all cases that have the Other Worker (OW) code on the Change Case (CHCA) screen, the OW code will not be removed from the system until December 31, 1995.

To allow either of the above home visit exemption codes to be used, the appropriate indicators must be in place on the Disabled Case screen, e.g. the Disability Type indicator must be "Y" for Mental Health, the Personal Services Worker indicator must be "Y", and the cases would have to be enrolled under the Disabled Case category to allow workers to enter the "MH" home visit exemption code on the Change Case screen.

Mentally challenged/mental health clients who do not have a mental health or community services worker, but are deemed by the counselor not to require a home visit would require the home visit exemption code of NV (no visit) to be entered on the Change Case screen.