

## DHS/DMH/LAHSA REFERRAL FORM FOR INTERIM HOUSING PROGRAMS

### \*\*REFERRAL SUBMISSION INSTRUCTIONS - REFER TO ONE PROGRAM ONLY\*\*

#### DHS INTERIM HOUSING PROGRAM

##### A. IF REFERRING ENTITY IS A PRIVATE OR COUNTY HOSPITAL OR DHS FUNDED COMMUNITY-BASED ORGANIZATION OR OTHER NON-DMH FUNDED PROGRAM AND THE PARTICIPANT'S PRIMARY PRESENTING ISSUE IS MEDICAL:

- Review the DHS/DMH/LAHSA Referral Guidelines for Interim Housing Programs to ensure participant meets the eligibility criteria.
- Complete the DHS/DMH/LAHSA Referral Form for Interim Housing Programs **and** Supplemental Information Form for DHS Interim Housing (Attachment A).
- Complete the Authorization for the Use and Disclosure of Health and Social Service Information and the Notice of Privacy Practices Acknowledgement Forms and obtain participant signature on both forms.
- If applicable, obtain the additional supporting documentation described in the DHS/DMH/LAHSA Referral Guidelines for Interim Housing Programs.
- Submit the above documents to [InterimHousing@dhs.lacounty.gov](mailto:InterimHousing@dhs.lacounty.gov) or fax to (213) 895-0100.

\*If referring entity is a DHS hospital/facility/outreach team/ICMS or ODR provider, use the online CHAMP application to apply for Interim Housing. Do not use the DHS/DMH/LAHSA Referral Form for Interim Housing Programs.

#### DMH INTERIM HOUSING PROGRAM

##### B. IF REFERRING ENTITY IS A DMH DIRECTLY-OPERATED CLINIC/CONTRACT PROVIDER/OUTREACH TEAM OR OTHER NON-DHS FUNDED PROGRAM AND THE PARTICIPANT'S PRIMARY PRESENTING ISSUE IS MENTAL ILLNESS:

- Review the DHS/DMH/LAHSA Referral Guidelines for Interim Housing Programs to ensure participant meets the eligibility criteria.
- Complete the DHS/DMH/LAHSA Referral Form for Interim Housing Programs.
- Complete the Authorization for Use or Disclosure of Protected Health Information form and obtain participant signature.
- Submit the above documents to [IHP@dmh.lacounty.gov](mailto:IHP@dmh.lacounty.gov).

#### SELECT LAHSA BRIDGE HOUSING PROGRAMS ONLY\*

##### C. IF REFERRING ENTITY IS A NON-DHS OR NON-DMH PROGRAM:

- Use the referral process described in Section A *if participant presents with a primary medical issue.*
- Use the referral process described in Section B *if participant presents with a primary mental health issue and is willing to accept mental health services.*
- *If participant does not present with a primary medical or mental health issue,* review the DHS/DMH/LAHSA Referral Guidelines for Interim Housing Programs to determine if they meet the eligibility criteria for any of the following LAHSA Bridge Housing programs:
  - A Bridge Home
  - Bridge Housing for Persons Exiting Institutions
  - Enhanced Bridge Housing for Women
  - Enhanced Bridge Housing for Older Adults
- Complete the DHS/DMH/LAHSA Referral Form for Interim Housing Programs if eligibility criteria is met.
- Submit the above document to [interimhousing@lahsa.org](mailto:interimhousing@lahsa.org). (*Signed authorizations are not required for LAHSA Bridge Housing.*)

\*Information on how to refer to other LAHSA Interim Housing programs, including other Bridge Housing Programs, can be found at <https://www.lahsa.org/documents?id=2196-lahsa-shelter-list.pdf>.

#### ALL REFERRING ENTITIES

##### D. IF PARTICIPANT PRESENTS ONLY WITH A SUBSTANCE USE ISSUE AND IS INTERESTED IN SUBSTANCE USE TREATMENT:

- Contact the Substance Abuse Service Hotline at (844) 804-7500 to request access to substance use treatment including outpatient and residential services.

**REFERRING ENTITY INFORMATION**

Date of Referral: \_\_\_\_\_ Name of Referring Entity: \_\_\_\_\_

Referring Staff Name: \_\_\_\_\_ Referring Staff Title: \_\_\_\_\_

Referring Staff Phone Number: \_\_\_\_\_ Referring Staff Email Address: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_ Alternate Contact Title: \_\_\_\_\_

Alternate Contact Phone Number: \_\_\_\_\_ Alternate Contact Email Address: \_\_\_\_\_

**Referring Entity Type:**

- Private Hospital       Private Non-DHS Urgent Care       Jail/Custody Setting (Non-ODR)       Skilled Nursing Facility
- CBEST Program       Mental Health Outpatient Treatment Facility       Substance Use Disorder Residential Treatment Facility
- Substance Use Disorder Outpatient Treatment Facility (including Withdrawal Management Program)
- Street-Based Outreach Program, specify:  LAHSA Outreach Team     DMH Outreach Team     DHS Outreach Team

If Street-Based Outreach Program, select Outreach Team name.

- |                                                            |                                                                  |                                                          |
|------------------------------------------------------------|------------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> SPA 1 - MHA LA                    | <input type="checkbox"/> SPA 4 - C3 Skid Row Team (Blue)         | <input type="checkbox"/> SPA 5 - St. Joseph Center       |
| <input type="checkbox"/> SPA 1 - LAFH                      | <input type="checkbox"/> SPA 4 - The People Concern              | <input type="checkbox"/> SPA 6 - HOPICS                  |
| <input type="checkbox"/> SPA 2 - LAFH                      | <input type="checkbox"/> SPA 4 - The Center at Blessed Sacrament | <input type="checkbox"/> SPA 6 - SSG MLK Campus          |
| <input type="checkbox"/> SPA 2 - SFVCMHC, Inc.             | <input type="checkbox"/> SPA 4 - Homeless Health Care LA         | <input type="checkbox"/> SPA 6 - SSG CD8                 |
| <input type="checkbox"/> SPA 3 - USHS                      | <input type="checkbox"/> SPA 4 - Exodus Recovery NELA            | <input type="checkbox"/> SPA 7 - PATH                    |
| <input type="checkbox"/> SPA 4 - C3 Skid Row Team (Red)    | <input type="checkbox"/> SPA 4 - Exodus/LAC + USC Team           | <input type="checkbox"/> SPA 8 - MHA LA                  |
| <input type="checkbox"/> SPA 4 - C3 Skid Row Team (Purple) | <input type="checkbox"/> SPA 5 - C3 Venice Team                  | <input type="checkbox"/> SPA 8 - Harbor UCLA Campus Team |
| <input type="checkbox"/> SPA 4 - C3 Skid Row Team (Yellow) | <input type="checkbox"/> SPA 5 - C3 Santa Monica Team            | <input type="checkbox"/> PATH Metro Team                 |
- Other, specify: \_\_\_\_\_

DHS ICMS Provider and participant is not being served by one of the above entities.

Other referring entity, specify: \_\_\_\_\_

**PARTICIPANT INFORMATION**

Participant Name (First, Middle, Last): \_\_\_\_\_ DOB: \_\_\_\_\_ Age: \_\_\_\_\_

HMIS or comparable database # (if known): \_\_\_\_\_ CHAMP ID # (if known): \_\_\_\_\_ IBHIS # (if known): \_\_\_\_\_

CES Acuity Score: \_\_\_\_\_ CES Score is for a:  Youth/Adult     Family    Matched to Housing Resource?     Yes     No

Gender:     Male     Female     Trans Man     Trans Woman     Other: \_\_\_\_\_

Pronoun Preference:     She/Her     He/Him     They/Them     Other: \_\_\_\_\_

Primary Language Spoken: \_\_\_\_\_ Limited English proficiency requiring translation services?     Yes     No

Participant Phone Number: \_\_\_\_\_ Participant Email Address: \_\_\_\_\_

Participant Current Location:

- |                                                  |                                                      |                                                     |                                                       |
|--------------------------------------------------|------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------|
| <input type="checkbox"/> SPA 1 - Antelope Valley | <input type="checkbox"/> SPA 2 - San Fernando Valley | <input type="checkbox"/> SPA 3 - San Gabriel Valley | <input type="checkbox"/> SPA 4 - Metro LA             |
| <input type="checkbox"/> SPA 5 - West LA         | <input type="checkbox"/> SPA 6 - South LA            | <input type="checkbox"/> SPA 7 - South East LA      | <input type="checkbox"/> SPA 8 - South Bay/Long Beach |

Specify address or cross streets where participant typically resides: \_\_\_\_\_

Is participant on:  Probation     AB 109 Probation     Parole     Non-Revocable Parole (Does not report to Parole Agent)     N/A

Did participant exit an institution (Jail/Prison, Hospital, Foster Care, Detention Center, Residential Care Facility or Substance Use Treatment Facility) within the last 90 days?     Yes     No    If yes, please specify discharge date: \_\_\_\_\_

Is participant conserved or does participant have a conservatorship hearing pending?     Yes     No

If yes, type of conservatorship:     LPS     Probate

HOUSEHOLD INFORMATION			
(Only complete if participant is requesting to be housed with family)			
<b>Minor Children</b>			
Name: _____	DOB: _____	Legal Custody:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____	DOB: _____	Legal Custody:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____	DOB: _____	Legal Custody:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____	DOB: _____	Legal Custody:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____	DOB: _____	Legal Custody:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____	DOB: _____	Legal Custody:	<input type="checkbox"/> Yes <input type="checkbox"/> No
(If there are more minor children to be housed with participant, provide the above requested information in the "Additional Information" section below.)			
<b>Additional Adults in Household</b>			
Name: _____	DOB: _____	Gender: _____	Qualified Dependent*: <input type="checkbox"/> Yes <input type="checkbox"/> No
Name: _____	DOB: _____	Gender: _____	Qualified Dependent*: <input type="checkbox"/> Yes <input type="checkbox"/> No
*Qualified dependents are over age 18, incapable of employment due to mental/physical disability and dependent upon the participant for financial support. (If there are more adult individuals to be housed with participant, provide the above requested information in the "Additional Information" section below.)			
Is the participant pregnant? <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, how many weeks? _____			
Are any other members of the household pregnant? <input type="checkbox"/> Yes <input type="checkbox"/> No      If yes, relationship to participant: _____			
Additional Information: _____ _____			

PRESENTING ISSUE(S)	
<b>Select all that apply to the participant.</b>	
<input type="checkbox"/> Medical, specify: _____	Primary Issue? <input type="checkbox"/> Yes <input type="checkbox"/> No
*If medical is the participant's primary issue, provide additional details on the DHS Supplemental Information Form (Attachment A).	
<input type="checkbox"/> Mental Health, specify: _____	Primary Issue? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Recent Substance Use, specify: _____	Primary Issue? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Cognitive Impairments, specify: _____	Primary Issue? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Other, specify: _____	Primary Issue? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Participant does not have any of the above issues.	
If there is an urgent issue needing immediate attention, specify: _____ _____	

TUBERCULOSIS (TB) SCREENING	
1. Has the participant had a cough recently that has lasted longer than 3 weeks?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
2. Has the participant recently lost weight without explanation during the past month?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
3. Has the participant had frequent night sweats during the past month, soaking their sheets or clothing?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
4. Has the participant coughed up blood in the past month?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
5. Has the participant been feeling much more tired than usual over the past month?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
6. Has the participant had fevers almost daily for more than one week?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
<b>If participant has a prolonged cough (&gt; 3 weeks) AND answers yes to any other TB screening question, participant must be promptly referred to a health care provider for an evaluation.</b>	
TB Test Performed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: _____ Results: _____
Chest X-Ray Performed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: _____ Results: _____

**ADDITIONAL PARTICIPANT/HOUSEHOLD INFORMATION**

**Select all that apply to the participant.**

- Incontinent and unable to self-care       Respiratory issues (e.g., Supplemental Oxygen)       Needs reminders to take medication
- Needs assistance with Activities of Daily Living (e.g., eating, grooming, restroom use)       Significant visual impairment
- Significant auditory impairment
- Other additional information, specify: \_\_\_\_\_

**Mobility Limitations (Select all that apply to any household member.)**

- Cannot climb stairs       Uses walker/cane/crutches       Uses motorized wheelchair       Uses manual wheelchair
- Cannot transfer (e.g., from wheelchair to bed)       Requires a bottom bunk       Other, specify: \_\_\_\_\_

**Assistance Animals/Pets (Only complete if the participant/household has any animals that will accompany them into Interim Housing.)**

1. Is the animal a service animal?       Yes       No      Type: \_\_\_\_\_
2. Is the animal an emotional support animal?       Yes       No      If yes, # of animals: \_\_\_\_\_ Type(s): \_\_\_\_\_
3. Is the animal a pet?       Yes       No      If yes, # of animals: \_\_\_\_\_ Type(s): \_\_\_\_\_

**CURRENT SLEEPING/LIVING ARRANGEMENT**

**Select the category that best describes the participant's current sleeping/living arrangement.**

- Sleeping in a place not meant for human habitation, specify:
  - Street       Park       Campground       Vehicle       Other, specify: \_\_\_\_\_
- Shelter/Interim Housing
- Hotel/Motel fully or partially subsidized by a public or non-profit agency
- Exiting an institution (Jail/Prison, Foster Care, Detention Center, Residential Care Facility or Substance Use Treatment Facility) where the participant has resided for:
  - 90 days or less
  - More than 90 days AND participant resided in Shelter/Interim Housing or a place not meant for human habitation before entering the institution
- Fleeing/attempting to flee domestic violence, human trafficking or sex trafficking
- Staying temporarily with family/friends
- Other sleeping/living arrangement, specify: \_\_\_\_\_

**INTERIM HOUSING PLACEMENT LOCATION**

1. Is participant willing to reside in a communal living environment?       Yes       No      (Most Interim Housing sites are communal living environments.)
2. Is participant willing to reside in the Skid Row area?       Yes       No
3. Is there any SPA(s) where the participant CANNOT live in Interim Housing? Select all that apply.
  - SPA 1 - Antelope Valley       SPA 2 - San Fernando Valley       SPA 3 - San Gabriel Valley       SPA 4 - Metro LA
  - SPA 5 - West LA       SPA 6 - South LA       SPA 7 - South East LA       SPA 8 - South Bay
4. Does participant have an Interim Housing provider preference?       Yes       No      If yes, please specify: \_\_\_\_\_
5. Is participant willing to go to an alternate provider?       Yes       No