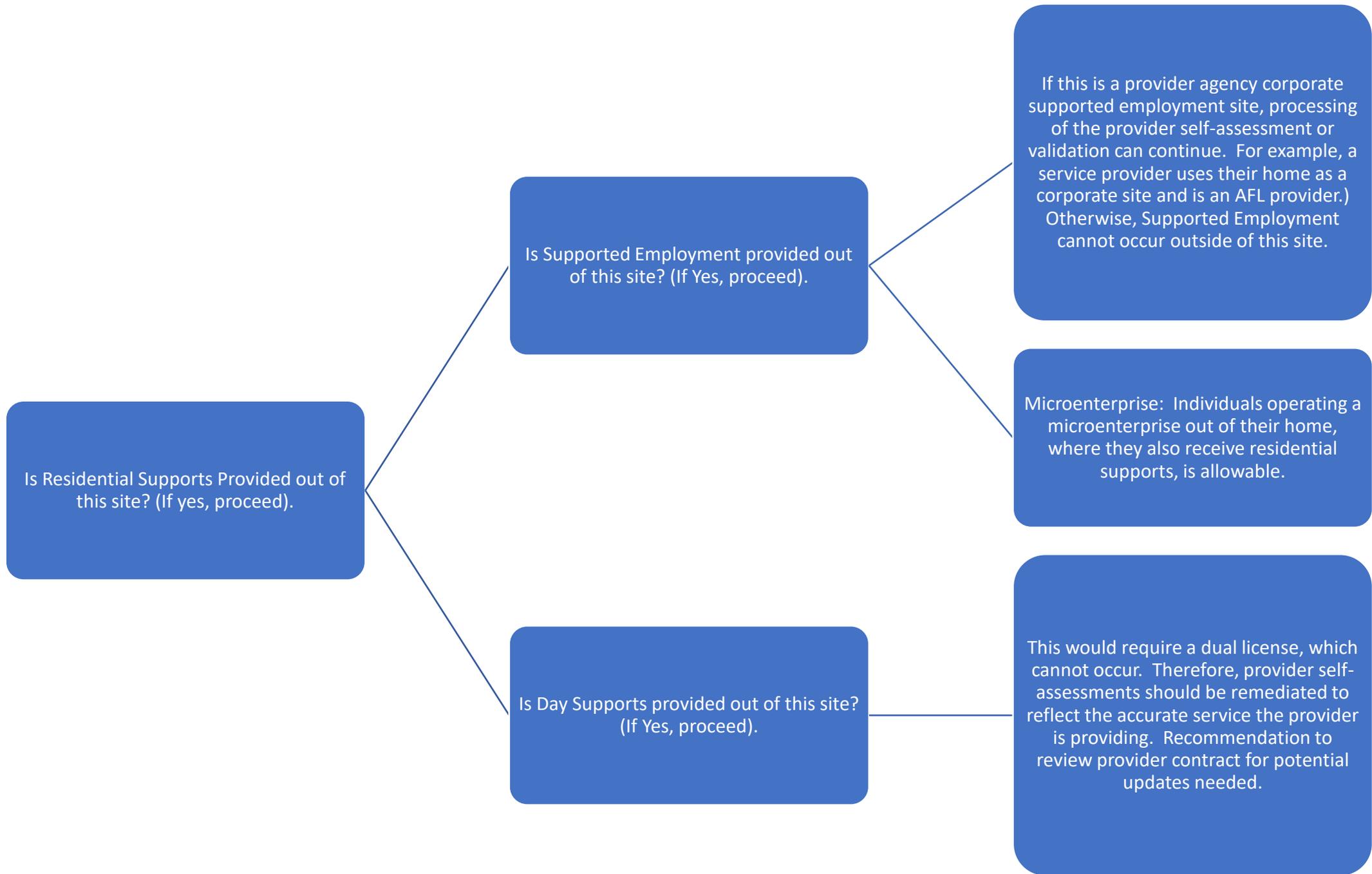
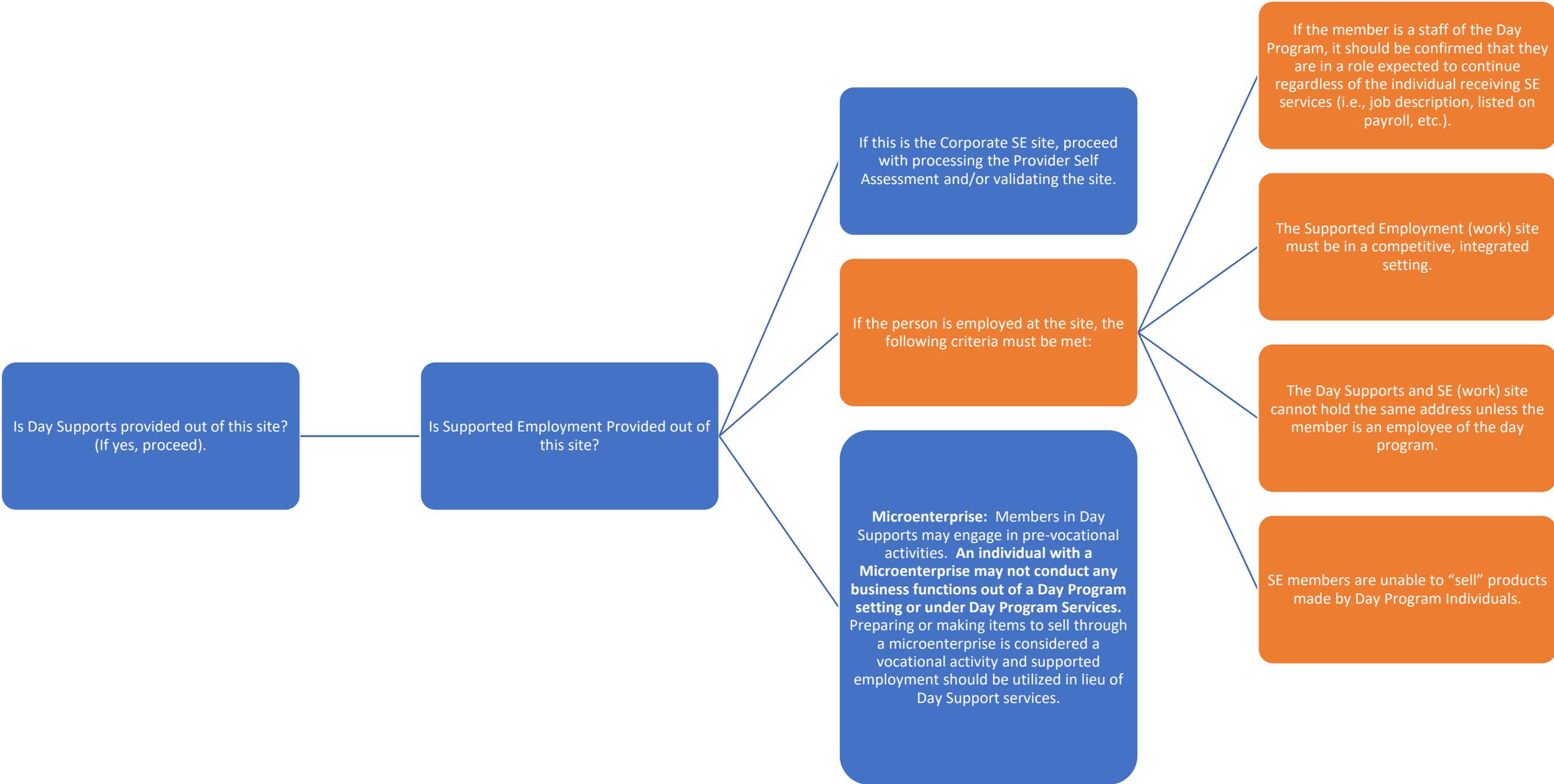


Guidance Regarding Multiple Services Provided Out of Same Address

DHHS HCBS Internal Team





Is Day Supports provided out of this site?
(If yes, proceed).

Is Supported Employment Provided out of this site?

If this is the Corporate SE site, proceed with processing the Provider Self Assessment and/or validating the site.

If the person is employed at the site, the following criteria must be met:

Microenterprise: Members in Day Supports may engage in pre-vocational activities. **An individual with a Microenterprise may not conduct any business functions out of a Day Program setting or under Day Program Services.** Preparing or making items to sell through a microenterprise is considered a vocational activity and supported employment should be utilized in lieu of Day Support services.

If the member is a staff of the Day Program, it should be confirmed that they are in a role expected to continue regardless of the individual receiving SE services (i.e., job description, listed on payroll, etc.).

The Supported Employment (work) site must be in a competitive, integrated setting.

The Day Supports and SE (work) site cannot hold the same address unless the member is an employee of the day program.

SE members are unable to "sell" products made by Day Program Individuals.