



Annual Notice of Available Assistance Programs

There may be a time when a resident's financial status will change during their stay in an assisted living community. This notice is a reminder and a guide to what programs are available to residents that can assist with paying for care when private funds are running low and becoming limited.

Birchwood Cottages Enrolled Programs

Birchwood Cottages' is enrolled in the Elderly Waiver and CADI program through the Department of Human Services and is a great option for residents who need assistance paying for care. Birchwood also has an agreement to provide housing support under the housing assistance program.

Elderly Waiver (over 65) and CADI Waiver (under 65)

- [Elderly Waiver \(EW\)](#) funds home and community-based services (not rent) for individuals aged 65 and older who are eligible for Medical Assistance and require nursing care, but choose to live in the community (i.e., own home, apartment, or assisted living facility).
- [Community Access for Disability Inclusion Waiver \(CADI\)](#) is similar to EW, except is for individuals under the age of 65, and has additional eligibility requirements.

Minnesota Housing Support

- The [Minnesota Housing Support program](#) assists with paying for room and board (rent) for seniors and adults with disabilities who have low income.

Transferring from Private Pay to a Waiver Program

In regards to residents enrolled or will be enrolling, per the Resident Handbook and Assisted Living Contract, Birchwood Cottages:

- limits the number of people residing at the facility who can receive customized living services or participate in housing support program to residents who have privately paid for a period of at least 24 months.
- does not guarantee a resident that has paid privately for the 12-month period acceptance of payment under medical assistance waivers or the housing support program. Acceptance of payment under medical assistance waivers or the housing support program is subject to availability.
- currently limits payments from medical assistance waivers or the housing support program to up to 20% of its total licensed beds.

Please Note:

- Medical assistance waivers provide payment for services, but do not cover the cost of rent;



- Residents may be eligible for assistance with rent through the housing support program; and
- A rent rate (which is subject to change) determined by the State of Minnesota will be assessed for people who are eligible for medical assistance waivers but who are not eligible for assistance through the housing support program.

Apartment Availability

Residents transitioning to a waiver program who currently reside in a private apartment will be required to transfer to a semi-private apartment. If a semi-private apartment isn't available, the resident will transfer when the next semi-private apartment becomes available.

- If a resident prefers to not have a roommate, they will be required to pay privately additional fees to accommodate that preference
- Residents who refuse to transfer to a semi-private room and not pay the private fees for that preference would be in violation of the Resident Agreement, and as such their contract may be terminated, and the resident will remain financially responsible for costs not covered by other payors or by waived services.

The above information can be found in the resident handbook and/or the resident assisted living contract. Contact your community for a copy of your contract or handbook if one is needed.

How to Enroll

To get started, reach out to your respective county to get started with the enrollment process:

- [Nicollet County for North Mankato](#) – Nicollet County Social Services 507.934.8559
- [Steele County for Owatonna](#) – MN Prairie County Alliance Human Services 507.431.5600 or 507.431.5740

Part of the enrollment process will involve the county completing a [MNChoices assessment](#). This helps determine what public programs may pay for services, and potentially other publicly funded programs if resident does not qualify for waiver.

- Assessment is a free in-person visit where the resident lives or at another place of choice
- Assessment is to occur within 20 days of request/application submittal

Not sure if it's time to enroll? The county contact will let you know. Reach out to them with any questions you have on the process and for eligibility information.

Tips for a Successful Enrollment Experience

Do not wait until the last minute! It is highly recommended to start the enrollment process if a resident is approaching 6 months of private pay funds remaining to pay for rent and services.



- **Note:** Until the enrollment process is completed and services are confirmed by the county, the resident will continue to be billed the current market rates for rent and services up until the effective date of the waiver program. Waiting too long to enroll risks the resident running out of private funds before waiver coverage begins; this can often be a financial hardship for families.

Communicate with your Community - Are you starting the process to enroll into a waiver program? Let us know so we can partner with you and be a support. Sometimes you will get the information before we do; let us know of any updates that you receive on program acceptance and start.

- North Mankato Executive Director Office: 507.594.8386
- Owatonna Executive Director Office: 507.594.8004

County Contacts – Keep documentation of who the case worker will be for the resident as well as the financial worker. Communicate that information to your community.

Links to Additional Resources

[Elderly Waiver Services in Assisted Living – MDH Guide](#) (PDF)

[MDH Fact Sheet on Elderly Waiver](#) (PDF)

[EW Services](#) (website)

[CADI Waiver Services](#) (website)

[CADI Waiver Fact Sheet](#) (PDF)

[Housing Support Program Information](#) (website)

[MNCHOICES Assessment Information](#) (PDF)

[Medical Assistance Requirements](#) (website)

[Medical Assistance Flier](#) (PDF)

Have More Questions? Reach out to your community with any questions on the waiver programs available and how we can support you in the process. For specific questions regarding finances and other details, we encourage you to reach out to your county for guidance.