



Social Services Waiting List Information (Non-Medicaid Waiver Participants)

Fiscal Year: **Quarter:**

Service:

Agency Name:

Target/Underserved Population To Be Served:

Person Preparing Report

Name:

Email:

Phone:

1. Enter the number of individuals on the waiting list:

2. Describe the length of stay for individuals on the waiting list: (these should total the number above)

Less than 30 days	
30 – 60 days	
Greater than 60 days	
Greater than 180 days	

2a. Enter the number of individuals that currently receive services that are “underserved” (i.e. received social services at less than assessed level, etc.)

2b. Describe the reasons that participants in question 2a (above) are “underserved” (check all that apply):

<input type="checkbox"/>	Reduced or closed services or programs
<input type="checkbox"/>	Loss of caregivers or informal support that supplemented AASA/AAA services or programs
<input type="checkbox"/>	Participant served fewer hours of service than assessed or requested service hours
<input type="checkbox"/>	Shortages of in-home service staff/direct care workers
<input type="checkbox"/>	Prioritization of participant leads to “underservice” for some participants based on priority level
<input type="checkbox"/>	Service delays and/or disruptions
<input type="checkbox"/>	Other (please describe below):

3. Describe any assistance/referrals provided to individuals that are placed on waiting lists:

- Referred to a local non-AAA-funded food assistance program (e.g. MiCAFE, Project FRESH) that is currently accepting participants
- Referred to a local food bank/pantry shelf
- Referred to local DHS office
- Referred to HCBS/ED Waiver Program
- Referred to AAA 1-B's CLP for service options
- Referred to private pay program
- Other assistance (please describe below):

4. Additional comments on waiting list (e.g. changes, events, issues impacting the list, etc.):

5. Does the demand for in-home, access, and priority services exceed service availability?

- Yes No Unknown

5a. If yes, describe below (check all that apply):

- Limited funding for services
- Limited service area/service delivery availability
- Driver/worker shortage
- Participant choice

6. In order to address service demand that exceeds service availability, are services provided:

6a. At levels less than identified need (underserved)?

- Yes No Unknown

6b. To all participants at their identified need level. **Individuals that cannot be served at identified need level are placed on the waiting list?**

- Yes No Unknown

7. Additional comments on “underservice”:

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8. If a “0” count of individuals is being reported on the waiting list, please describe:

<input type="checkbox"/>	Service capacity/funding is sufficient to serve all individuals that are eligible
<input type="checkbox"/>	Other (describe):