

CHAPTER 9565
DEPARTMENT OF HUMAN SERVICES
HOMEMAKING SERVICES

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9565.1000 SCOPE.

Parts 9565.1000 to 9565.1300 govern the administration, purchase, and provision of homemaking services.

Statutory Authority: *MS s 256.01; 256E.05*

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9565.1100 DEFINITIONS.

Subpart 1. **Homemaking service.** "Homemaking service" means the provision and/or teaching of child care, personal care, and home management to individuals and families.

Subp. 2. **Local service agency.** "Local service agency" means local agency under the authority of the county welfare board or human service board which is responsible for social services.

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9565.1200 STANDARDS OF SERVICES.

Subpart 1. **Availability of service.** Each local social service agency shall make homemaking services available to eligible families and adults, consistent with state and local social service plan requirements.

Subp. 2. **Qualified homemakers.** The local social service agency shall assure that each individual and family receiving homemaking services is served by a qualified homemaker.

The local social service agency shall assure that the recruitment, selection, and duties of homemakers are consistent with merit system standards.

The local social service agency shall provide for training for homemakers and staff responsible for homemaking services.

Each homemaker shall have a minimum of 24 hours of training the first year of the homemaker's employment, and six hours training annually thereafter. The training shall include courses in homemaker skills, child and personal care, human growth and development, the aging process, nutrition and home management; and training in working with developmental disability, mentally ill, chemically dependent, physically disabled or physical disabilities, and family malfunction.

The assignment of homemakers shall be made on the basis of the particular abilities and skills of the homemaker.

Subp. 3. **Use of homemaker.** A homemaker is to be utilized only as indicated by the service plan developed by the client, social worker, and homemaker. The service plan shall be managed by the social worker.

Subp. 4. **Role of homemaker.** The role of the homemaker shall be either that of a surrogate caretaker or that of a demonstrator or teacher working with individuals and families to help them achieve self-support; self-care; home-based care; or remedy of neglect, abuse, or exploitation of family members. The tasks shall include assisting with or giving child care, personal care, home management, food planning and preparation, laundering, and general household duties.

Subp. 5. **Guidelines.** The local agency shall develop guidelines for the use of the homemaking service to assure quality of practice. These guidelines shall include the following:

- A. client-social worker discussion of the case which suggests the need for a homemaker; and
- B. client participation in the decision to use homemaking services.

Statutory Authority: *MS s 256.01; 256E.05*

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9565.1300 CONTRACTING FOR SERVICES.

Purchase homemaking services shall meet or surpass the same standards as the local service agency should it provide services directly.

The local social service agency shall assure that it purchases that part of the homemaking services that the vendor is qualified to provide.

When the local social service agency purchases homemaking services, it has the responsibility to develop the service plan, provide ongoing, counseling help to the client, supervise the homemaker's activities provided in the service plan, and periodically assess progress and continued need for service, unless the contractor is a recognized social service agency capable of performing these functions.

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- Subp. 1b. [Renumbered 3400.0020, subp. 3]
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Subp. 2. [Renumbered 3400.0110, subp. 6]

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