

Department of Disabilities, Aging, and Independent Living (DAIL)
Shared Living Program, Home Safety Inspection

Shared Location

Policy

April 2023

DAIL considers a shared living home to be a **shared location** when more than one Provider Agency provides services to more than one individual receiving DAIL funded services at the same shared living location. When more than one Provider Agency is overseeing services at one shared living location, it is important for the agencies to clearly communicate with each other regarding relevant issues relating to the shared living home.

For any potential shared location, there are steps each Provider Agency are **required** to take prior to the 2nd individual moving into the home:

- It is expected that the two agencies will be in close communication to discuss the feasibility of sharing the location.
- Each agency should obtain authorization as needed to allow them to share information necessary to determine if the match will benefit both individuals.
- The two agencies should ensure the home provider will have the ability to meet the needs of both individuals.
- Most importantly, each participant or guardian should have the opportunity to review the information and meet the other person before determining if they believe that sharing the residence is in the best interest of both participants.

If the decision is made to move forward with the shared location, by both agencies, then DAIL must review the uploaded information prior to the 2nd individual moving into the shared living home through the Shared Location Request process (RAN) in the DAIL Housing Portal.

Once a shared location request has been reviewed by DAIL, the two agencies must work together on all aspects of the inspection process to ensure the home continues to meet the home safety requirements. Agencies should be in continued contact on any issue relating to the shared living home.

A Shared Location Request is person specific. The process for a Shared Location will need to be completed again if a Participant moves out of the home and the agency would like to move a new Participant into the shared living home.