

## ALLOCATION CONDITIONS

CSM 1.6

### **Purpose & Scope:**

Establish the allocation conditions for each of Wintringham's community services as per our funding agreements with Department of Health and Human Services (DHHS) and Department of Health (DoH).

### **Responsibility:**

Community Housing and Support Manager - is responsible for ensuring that this policy is adhered to at all times and to ensure allocation of those clients from special needs groups meet the terms of our agreements.

### **Policy:**

- Special needs groups are defined as those who are:
  - (a) people from Aboriginal and Torres Strait Islander communities;
  - (b) people from culturally and linguistically diverse backgrounds;
  - (c) people who live in rural or remote areas;
  - (d) people who are financially or socially disadvantaged;
  - (e) veterans;
  - (f) people who are homeless or at risk of becoming homeless;
  - (g) care-leavers (also consider parents separated from their children by forced adoption or removal).
  - (h) lesbian, gay, bisexual, transgender and intersex people.
- Persons who are homeless or at risk of homelessness are considered a special needs group. The Commonwealth has allowed that persons in this cohort do age prematurely and, as such, are entitled to access age related services from 50 years of age on.

### **Procedure:**

Wintringham focuses on meeting the needs of those who are homeless or at risk of homelessness. How Wintringham prioritises access is detailed in CSM 4.22 – Prioritising a Housing Vacancy

### **Procedure**

#### **1. Outreach Programs**

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### 1.1 Allocation conditions for OPOP (Older Persons Outreach Program)

OPOP uses assertive outreach to proactively identify and link older persons with unmet complex needs who are homeless or at housing risk to appropriate services, including more suitable housing if required. Elderly clients are targeted on the basis of their functional needs rather than their primary diagnosis.

### 1.2 Allocation conditions for ACH (Assistance with Care and Housing)

The ACH program assists older, low income individuals who are in insecure housing or are homeless, to access appropriate housing and to be linked to community care, if required.

The ACH Program targets:

- People who are either renting in insecure or inappropriate accommodation;
- People who are homeless or at risk of homelessness;
- Helps those already housed to maintain their tenancy (Lionsville and Delahey).

### 1.3 Allocation to the IAP (Innovation Action Project)

Wintringham's Regional First Response Team targets services towards frail, older people (over 50 years) who are homeless or at risk of homelessness, financially disadvantaged and may be experiencing problems with housing, health and other support issues. Applicants must reside in the following regions:

- Barwon South West
- Grampians
- Loddon Mallee
- Hume

The IAP is funded by the Victorian Government through the Victorian Homelessness Action Plan.

### 1.4 HACC PYP (Home and Community Care Program for Younger People) - A&S (Access & Support) Services

Wintringham's A&S services target those who are HACC PYP eligible and who are homeless or at risk of homelessness.

The A&S target group encompasses older and frail people with moderate or profound disabilities. Eligibility for services is not based solely on age, but on the

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level of difficulty a person experiences in carrying out activities of daily living and for homeless people, difficulties around social exclusion.

### 2. Housing

- 2.1 Wintringham participates in the Victorian Housing Register (VHR). DHHS has established common eligibility criteria for the VHR that are set out in the Eligibility Criteria Operational Guidelines. The VHR's eligibility criteria apply to all housing owned, managed or controlled by Wintringham Housing in Victoria. All applicants with a current VHR application are assumed to meet the VHR eligibility criteria. Applicants without a current VHR application can provide evidence that establishes they meet the VHR eligibility criteria. If required, Wintringham may assist applicants to make / lodge a VHR application.
- 2.2 Applicants will be assessed for priority, eligibility and suitability when a Wintringham Housing vacancy is advertised, to ensure equity in the process of allocating housing.

Housing applicants must meet the following criteria to be assessed as eligible:

- Be aged 50 years and above
- Income and Assets Test in accordance with Office of Housing eligibility guidelines
- Be homeless, at risk of homelessness or in unsafe/unsuitable housing.

### 2.3 Specialised allocation conditions for the following properties

- Heathcote: Prioritise allocation of housing to eligible Heathcote residents, then Greater Bendigo residents with a connection to Heathcote prior to a vacancy being offered more broadly
- Macedon Ranges (Romsey, Lancefield, Gisborne): All residents must be aged 65 years and older

### 3. Housing Support

#### 3.1 Allocation conditions for HSA (Housing Support for the Aged)

HSA will provide case managed packages of support to people 50 years of age and over, living in housing properties currently managed or supported by Wintringham. All clients case managed under the HSA program have a history of

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homelessness or are at risk of homelessness on entry to the units in the following locations - Guildford Lane and Ebsworth House (City location), managed by Melbourne Affordable Housing and Atkins Terrace (Kensington) managed by Wintringham.

### 3.2 Allocation conditions for regional IAP (Innovation Action Project) programs

Wintringham's Long Term Housing Support Team targets services towards frail, older people (over 50 years) who may be experiencing problems with housing, health and other support issues. Applicants must reside in the following regions:

- Barwon South West
- Grampians
- Loddon Mallee
- Hume

### 3.4 All other housing sites operated under the Wintringham banner offer housing support to residents. Eligibility in these instances is already determined once a resident is eligible to receive Wintringham Housing.

## 4. Social Support

Commonwealth Home Support Program Specialised Social Support (CHSP - SSS) and Home and Community Care Program for Younger People (HACC PYP) PAG programs offer Day Programs for those who are homeless or at risk of homelessness, living in or around the LGAs of Greater Dandenong, Brimbank and Hobson's Bay.

HACC PYP offer support to clients 50 years and over.

CHSP SSS offer support to clients 65 years and over.

## 5. All levels of Home Care Packages (HCP)

All levels of HCP clients must be assessed by an Aged Care Assessment Service (ACAS) team for eligibility, once they have registered through My Aged Care (MAC). The ACAS team will decide the level of service the clients require. Eligible care recipients are then placed on a National Waitlist and will be allocated a Package as one becomes available. Community Housing and Support Managers will only accept clients who have been allocated a Package by DoH, unless a client chooses to purchase services through a private arrangement.

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### References:

Aged Care Quality Standards 2019  
Aged Care Act 1997  
Commonwealth and State Service Agreements  
CSM AK 3.2d HCP Agreement  
Victorian HACC Program Manual 2013  
CSM AK 3.2va Schedule of Fees External  
CSM 3.2 Referral Allocation and Service Commencement – (HCP and CHSP)  
CSM Fm 1.6a Criteria for Assessing Housing Applicants Form  
CSM Fm 4.1b SHIP Client Intake Form - Short Version  
CSM 4.22 Prioritising a Housing Vacancy  
CSM Fm 8.4b Modified POM Tick Sheet  
CSM Fm 8.4c Modified POM Long Version

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