MOTEL INTERIM STAYS FOR TRANSITION (MIST)

Washington State
Department of Social & Health Services

Transforming lives

WHAT IS MIST?

Interim housing for voucher/subsidy-holding clients who discharge to and/or experience episodes of homelessness while in housing search. Clients have no resources for a place to stay (*no funds to pay for a motel or friends/family to stay with*).

MIST PROCESS

1 **REFERRAL**

LTC Case Manager (LTC CM)
- Complete **MIST Referral Form**
- Send to mistreferral@dshs.wa.gov

Is the contracted provider aware and in agreement? Does the provider have motel quotes?

2 **APPROVAL**

Housing Program Manager (HPM)
- Responds within 2 business days
    - Email and SER note in CARE
- If approved, will send detailed instructions

3 **PARTICIPANT AGREEMENT**

Prior to Motel Stay:
- Client **verbally agrees** to Participant Agreement
- LTC CM or contracted provider emails **completed form** to HPM
- HPM documents SER

4 **AUTHORIZATIONS**

LTC CM:
1. Ener the appropriate **RAC** (*TBD; will vary*)
2. Open authorization for appropriate **Service Code**
3. Move to "**REVIEWING**" status

Invoice and Receipt Received:
1. Open Service Code to reimburse provider
2. Enter **START** and **END** stay dates listed on invoice
3. Move to "**APPROVED**" status

HPM will send detailed instructions for each client.

WHO IS ELIGIBLE FOR MIST?

GOSH Program

Bridge Subsidy

Civil Transitions Program

Other Housing Resource:
- Client has housing voucher and/or move-in date for a unit-based resource
- *Ex: HUD Voucher, 811 Unit, etc.*
- Clients on a **waitlist are not eligible** for MIST

In-Home Short-Term Displacement:
- Client has own home with an extenuating circumstance to warrant temporary leave
- *Ex: Fire, Pest Control, Flooding*

Limited Residential:
- Client is homeless with nowhere to go
- Must have a Residential move-in date ≤ 30 days

HELPFUL TIPS

Motel stay for 6 months

Client will likely need a valid ID for motel stay. Assign this goal to a CCG.

Program is meant for unsheltered clients.

Target cost: ≤ $2000 / 2 weeks

Promptly reimburse the provider!

CONTACT

mistreferral@dshs.wa.gov

Primarily staffed by:
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Looking for eviction prevention?
emergencyrentalassistance@dshs.wa.gov