

## Where can I get more information about AFHs?

To get more information, you can:

- Call your regional DDA office and speak with your case resource manager.
- Contact the Adult Family Home Specialty Services Program Manager.
- Refer to the Adult Family Home Fact Sheet <https://fortress.wa.gov/dshs/adsaapps/about/factsheets/DDA/Adult%20Family%20Home.pdf>
- Consult the Washington State Long-Term Care Ombudsman Program at (800) 562-6028 or visit their website [www.waombudsman.org/](http://www.waombudsman.org/)
- Visit the DSHS Long-Term Care residential options webpage at [dshs.wa.gov/altsa/residential-care-services/long-term-care-residential-options#AFH](http://dshs.wa.gov/altsa/residential-care-services/long-term-care-residential-options#AFH)

## Contact Us or Find an Office Near You

Visit us online at:

[dshs.wa.gov/dda/service-and-information-request](https://dshs.wa.gov/dda/service-and-information-request)

Find an office at:

[dshs.wa.gov/office-locations](https://dshs.wa.gov/office-locations)

Call us:

Counties	Phone and Email
Chelan, Douglas, Ferry, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens	(800) 319-7116 R1ServiceRequestA@dshs.wa.gov
Adams, Asotin, Benton, Columbia, Franklin, Garfield, Grant, Kittitas, Klickitat, Walla Walla, Whitman, Yakima	(866) 715-3646 R1ServiceRequestB@dshs.wa.gov
Island, San Juan, Skagit, Snohomish, Whatcom	(800) 567-5582 R2ServiceRequestA@dshs.wa.gov
King	(800) 974-4428 R2ServiceRequestB@dshs.wa.gov
Kitsap, Pierce	(800) 735-6740 R3ServiceRequestA@dshs.wa.gov
Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Lewis, Mason, Pacific, Skamania, Thurston, Wahkiakum	(888) 707-1202 R3ServiceRequestB@dshs.wa.gov

People needing support with hearing or communication can call the Washington Telecommunication Relay Service by dialing 7-1-1 or (800) 833-6388 (TTY).

# Adult Family Homes

Department of Social and Health Services' Developmental Disabilities Administration



For more information, visit the DDA website at: [www.dshs.wa.gov/dda](http://www.dshs.wa.gov/dda)



Transforming lives

DSHS 22-442 (Rev. 6/23)



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## Adult Family Home Overview

An Adult Family Home is a residence owned or rented by a licensed provider. The provider offers room and board, 24-hour supervision and personal care for two to eight adults, age 18 or older. All adult family homes are licensed and regulated by the Department of Social and Health Services' Residential Care Services. Our regional staff provide quality assurance oversight for adult family homes.

Before you move in, you need a current Comprehensive Assessment Reporting Evaluation completed by a DDA case resource manager. The CARE assessment is done with you, your family or legal representative and your support team. The assessment details your support needs and preferences for services. The CARE assessment and service plan must be updated each year with an in-person interview by your case resource manager. Your CRM will visit your home at a different time if the assessment is not completed in the home.

Your AFH provider must complete a Negotiated Care Plan. This is a personalized care plan using your CARE Assessment. The Negotiated Care Plan includes services and activities agreed to between your provider, you and your support team. This should include things like:

- Assistance with personal care tasks.
- Support with daily living activities.
- Access to community activities, medical appointments and transportation.

## Who lives in Adult Family Homes?

DSHS clients age 18 and older who need assistance with personal care, support or supervision live in adult family homes. Approximately 1,700 people receiving DDA services live in AFHs across Washington state.

## Do AFH providers and caregivers need special training?

AFH providers who support DSHS clients must be licensed by and contract with DSHS. The provider and the resident manager must also complete the Developmental Disabilities Specialty Training course before working with people who have intellectual or developmental disabilities.

AFH providers and caregivers need to complete:

- The training requirements under [Chapter 388-112 WAC](#).
- 12 hours of continuing education each year.

We offer specialty training and in-home technical assistance. Trainings include disability issues, positive behavior support and other topics. These trainings are free to contracted providers and are available on the DDA Provider Training Opportunities webpage.

Learn more about trainings at [dshs.wa.gov/dda/events-and-training/events-and-training](https://dshs.wa.gov/dda/events-and-training/events-and-training)

## What does DDA expect from AFH providers and caregivers?

We expect all AFH providers and caregivers to ensure that each resident experiences:

- Health and safety.
- Competence to manage daily activities and pursue personal goals.
- Power and choice.
- Status and contribution by self and others.
- Inclusion in the physical and social life of their communities.
- Relationships with friends and relatives.

## What services are provided in an AFH?

AFH providers and caregivers must provide:

- Room and board.
- 24-hour supervision.
- Assistance with personal care as identified in the resident's CARE assessment.

## Who pays for AFH services?

You pay part the cost of your care each month. It is based on your monthly income. The amount you pay is calculated by the Long-Term Care team after you move in. We pay the remainder with Community First Choice funds.

## Who oversees AFH services?

### DDA provides:

- Case management, including an annual in-person CARE assessment, as well as interim or significant change assessments when requested by you or your AFH provider.
- Regional Performance and Quality Improvement specialists will visit you within 30 days of moving in to complete a Visit Assessment. They also provide resource consultation to AFH providers.
- A registered nurse may visit your AFH to assess the service plan and provide consultation and training to providers and caregivers.

### Residential Care Services' Role:

- Licensing and oversight for all AFHs.
- Unannounced visits to each licensed AFH at least every 18 months.
- Follow-up on violations of licensing regulations, which may result in additional training, consultation, fines, stop placements, or license termination, revocation or suspension.
- Investigations of all complaints of resident abuse called into the CRU Hotline: (800) 562-6078. Abuse allegations are referred to the Complaint Resolution Unit and RCS staff are assigned to investigate as needed.

## How do I choose an AFH?

- First you must complete the referral packet with your case manager.
- Then the PQI and your case manager will review your support needs to provide a list of AFH's for you to contact and visit.
- Then you and a family member or legal representative will select the one that best fits your needs.
- The AFH provider must be licensed by and contracted with DSHS and have completed the Developmental Disabilities Specialty Training.
- Use this link to explore adult family homes: <https://fortress.wa.gov/dshs/adsaapps/lookup/AFHPubLookup.aspx>