



Monroe County Commission on Aging

29 Washington Street, (Stoner-Kemmerling Building) Monroe, MI 48161

Telephone: 734.240.7363 * 734.240.7364 * 734.240.7358 Toll Free: 1.888.354.5500 ext. 7364 * Fax 734.240.7360

E-Mail: terri_hamad@monroemi.org * vicki_terrasi@monroemi.org * tammy_quigley@monroemi.org

Visit Our Website: www.co.monroe.mi.us

Terri L. Hamad, Director
Vicky L. Terrasi, Assistant
Tammy L. Quigley, Clerk

Martin Kaufman
Chairman

Noel Dentner
Vice-Chairman

Aleta Jackson
Secretary

Bruce Freimark

Nancy Hamman

Paul Simonton

John Sledge

Gerald Stone

Loyd Sype

In-Home Services: Homebound Meals

Service Name: Homebound Meals

Service Definition: The provision of a nutritious meal in an individual's home.

Unit of Service: One Meal or 2 Cans of Ensure Plus

Contract Type: Allocation

Minimum Requirements:

1. Each program must have written eligibility criteria, which places emphasis on serving older persons in greatest need and includes, at a minimum:
 - ❖ A person must be 60 years of age or older, or be the spouse of a person 60 years of age or older
 - ❖ A person must be homebound; i.e., does not leave his/her home under normal circumstances.
 - ❖ A person must agree to be home when meals are delivered, or contact the program when absence is unavoidable.
2. Eligibility criteria shall be distributed to all potential referring agencies or organizations and be available to the general public upon request.
3. Each home delivered meal program shall demonstrate cooperation with congregate and other home delivered meal programs in the program area. If the same provider operates both a congregate and home delivered meals program for an area, it must be able to demonstrate effective utilization of existing congregate meal sites and personnel for the home delivered meal program.
4. Each program may provide up to three meals per day to an eligible client based on need as determined by the assessment.

5. Each home delivered meals provider shall have the capacity to provide three meals per day, which together meet the Dietary Reference Intakes (DRI) and recommended dietary allowances for older adults (RDA) as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences.
6. Meals shall be made available at least five days per week.
7. The program may also make liquid meals available to program participants when ordered by a physician.
8. When liquid meals are used to supplement a participant's diet, the physician's order must be renewed every six months.
9. When liquid meals are the participant's sole source of nutrition, the following requirements must also be met:
 - (A) Diet orders shall include client weight and be explicit as to required nutritional content (i.e. name of product and prescribed amount).
 - (B) A physician must renew diet orders, every three months.
 - (C) The care plan for participants receiving liquid meals shall be developed in consultation with the participant's physician.
10. The program shall verify and maintain records that indicate each client receiving frozen meals has, and maintains, the ability to handle frozen meals.
11. Nutrition Education: Nutrition information (i.e., reading labels, reheating meals, food safety) shall be made available to participants who are provided frozen meals.
12. Client Assessment shall be conducted prior to delivery and at least every six months to determine clients' ability to store and prepare frozen meals.
13. Each program shall develop and have available written plans for continuing services in emergency situations such as short term natural disasters (i.e., snow and/or ice storms), loss of power, physical plant malfunctions, etc. Staff and volunteers shall be trained on procedures to be followed in the event of severe weather or natural disasters and the county emergency plan.
14. Each home delivered meal program that uses a kitchen where meals are prepared on site shall be able to document:
 - a. That it complies with local fire safety standards.
 - b. Compliance with Michigan Food Code and local public health codes regulating where meals are prepared. Each kitchen operated by a meal provider shall be licensed, as appropriate, by the local health department.

The local health department is responsible for periodic inspections and for determining when a facility is to be closed for failure to meet Michigan Food Code standards.

15. Programs shall service the Monroe County area.