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To: Directors
Employment & Income Assistance

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Meals on Wheels – Rate Increases

Subject: **New SAMIN Code – HMSU (Health Meals Subsidized)**

The participant's portion remains unchanged, \$0.75 for a hot meal and \$0.35 for a cold supper bag. Participants can either choose to pay Meals on Wheels themselves or have the department pay.

To include Meals on Wheels, where participant chooses to **pay themselves**, an amount must be added to the Needs Screen, utilizing the Meals on Wheels code. To determine this amount, total the number and type of meals required per month. Multiply the meals by the appropriate amounts, less the participant's portion of the meals. To accommodate months that contain 5 weeks, the calculation is based on 52 weeks per year.

E.g. Participant requires 1 hot meal per day, 5 days per week = 5 meals
\$4.75 Less participants portion \$0.75 = \$4.00 per meal
\$4.00 per meal X 5 meals per week = \$20.00 per week
\$20.00 per week X 52 weeks = \$1,040.00 – 12 = 86.67 per month

Existing cases where the participant has chosen to pay Meals on Wheels for the service should be reviewed to ensure that sufficient funds have been allocated in their budget to cover the rate increase.

Participants who choose to have the **department pay** the bills on their behalf should have their budget code as an "**A**" (automated). The total amount required to cover the need, including the participant's portion should be entered on **Needs Screen**, utilizing the **Meals on Wheels code**.

E.g. Participant requires 1 hot meal per day, 5 days per week = 5 meals
\$4.75 per meal X 5 meals per week = \$23.75 per week (including participants portion)
\$23.75 per week X 52 weeks = \$1,235.00 – 12 = \$102.92 per month
\$102.92 entered on Needs Screen
\$0.75 per meal X 5 meals per week = \$3.75 per week (participants portion)
\$3.75 per week X 52 weeks = \$195.00 – 12 = \$16.25 per month