

## **LIVE IN AIDE PACKET**

To add Live In Aide to the household

1. Verification of Disability by qualified professional if not in file
2. Verification Request For Live-In-Attendant by qualified professional
3. Permission from Landlord in writing
4. Request in writing to MBHA & approval from MBHA
5. New Personal declaration, Release of Information and Privacy Act filled out
6. Must pass a criminal and sex offender check
7. Birth certificate for Live In Aide
8. Social security card for Live In Aide
9. Picture ID for Live In Aide
10. Fill out citizenship form signed by Live In Aide
11. Live In Aide must attend briefing
12. Live In Aide Agreement signed by HOH and Live In Aide
13. Sign new voucher for 1 additional bedroom

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Signed

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Date