

**Date Mailed:** January 13, 2026

**Docket No.:** 25-043408

**Case No.:** [REDACTED]

**Petitioner:** [REDACTED]

## **DECISION AND ORDER**

On December 2, 2025, Petitioner [REDACTED] requested a hearing to dispute a Home Help Services (HHS) determination. As a result, a hearing was scheduled to be held on January 8, 2026. Medicaid services hearings are held pursuant to MCL 400.9 and 400.37; 42 CFR 431.200 to 431.250; 42 CFR 438.400 to 438.424; and Mich Admin Code, R 792.11002.

The parties appeared for the scheduled hearing. Petitioner appeared with her witnesses, [REDACTED] and [REDACTED]. Respondent Michigan Department of Health and Human Services (Department) had Appeals Review Officer Emily Piggott appear as its representative. Respondent had one witness, Adult Services Worker Amanda Hammond. There were no other participants.

Both parties provided sworn testimony, and one exhibit was admitted into evidence. A 28-page packet of documents provided by the Department was admitted into evidence as Exhibit A.

## **ISSUE**

Did the Department properly deny Petitioner's request for Home Help Services (HHS)?

## **FINDINGS OF FACT**

The Administrative Law Judge, based upon the competent, material, and substantial evidence on the whole record, finds as material fact:

1. On September 18, 2025, the Department received an HHS referral for Petitioner.
2. On September 18, 2025, the Department mailed an introduction letter to Petitioner. The Department included forms with the introduction letter. One of the forms that the Department included with the introduction letter was a medical needs form (54A). The Department instructed Petitioner to return the completed forms to the Department by October 9, 2025.
3. The Department did not receive Petitioner's completed medical needs form by October 9, 2025.
4. On November 19, 2025, the Department mailed a negative action notice to Petitioner to inform Petitioner that her request for HHS was denied because the Department did not receive Petitioner's medical needs form.

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5. Petitioner requested a hearing to dispute the Department's decision.
  6. The Department opened a new HHS referral for Petitioner when the Department received Petitioner's medical needs form late, and the Department is in the process of determining Petitioner's eligibility for HHS.

### **CONCLUSIONS OF LAW**

The Medical Assistance Program (MA) is established pursuant to Title XIX of the Social Security Act and is implemented by Title 42 of the Code of Federal Regulations (CFR). It is administered in accordance with state statute, the Administrative Code, and the State Plan under Title XIX of the Social Security Act Medical Assistance Program.

Home Help Services (HHS) are provided to enable functionally limited individuals to live independently and receive care in the least restrictive, preferred settings. These activities must be certified by a health professional and may be provided by individuals or by private or public agencies.

When the Department receives a referral for HHS, the Department sends an introduction letter and forms to the client. ASM 110 (October 1, 2025), p. 2. One of the forms that the Department sends with the introduction letter is a medical needs form. *Id.* A medical needs form is required in order to be eligible for HHS. ASM 105 (October 1, 2025), pp. 1-3. The introduction letter gives the client 21 calendar days to return the completed forms to the Department. ASM 110 at 2.

In this case, the Department sent an introduction letter to Petitioner along with forms, including a medical needs form. The Department gave Petitioner 21 calendar days to return the completed forms to the Department, and Petitioner did not return a completed medical needs form to the Department within 21 calendar days, so the Department denied Petitioner's request for HHS.

The Department acted in accordance with ASM 110 when it mailed an introduction letter and forms to Petitioner, the Department acted in accordance with ASM 110 when the Department gave Petitioner 21 calendar days to return the completed forms to the Department, and the Department acted in accordance with ASM 150 when it notified Petitioner that her request for HHS was denied. Petitioner did not present sufficient evidence to establish that the Department's decision should be reversed. Therefore, the Department's decision to deny Petitioner's request for HHS is affirmed.

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**DECISION AND ORDER**

The Administrative Law Judge, based on the above findings of fact and conclusions of law, decides that the Department properly denied Petitioner's request for HHS.

**IT IS ORDERED** that the Department's decision is **AFFIRMED**.



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**JEFFREY KEMM**  
**ADMINISTRATIVE LAW JUDGE**

**APPEAL RIGHTS:** Petitioner may appeal this Hearing Decision to the circuit court. Rules for appeals to the circuit court can be found in the Michigan Court Rules (MCR), including MCR 7.101 to MCR 7.123, available at the Michigan Courts website at [courts.michigan.gov](https://courts.michigan.gov). The Michigan Office of Administrative Hearings and Rules (MOAHR) cannot provide legal advice, but assistance may be available through the State Bar of Michigan at <https://irs.michbar.org> or Michigan Legal Help at <https://michiganlegalhelp.org>. A copy of the circuit court appeal should be sent to MOAHR. A circuit court appeal may result in a reversal of the Hearing Decision.

Either party who disagrees with this Hearing Decision may also send a written request for a rehearing and/or reconsideration to MOAHR within 30 days of the mailing date of this Hearing Decision. The request should include Petitioner's name, the docket number from page 1 of this Hearing Decision, an explanation of the specific reasons for the request, and any documents supporting the request. The request should be sent to MOAHR

- by email to [LARA-MOAHR-DCH@michigan.gov](mailto:LARA-MOAHR-DCH@michigan.gov), **OR**
- by fax at (517) 763-0155, **OR**
- by mail addressed to  
Michigan Office of Administrative Hearings and Rules  
Rehearing/Reconsideration Request  
P.O. Box 30639  
Lansing Michigan 48909-8139

Documents sent via email are not secure and can be faxed or mailed to avoid any potential risks. Requests MOAHR receives more than 30 days from the mailing date of this Hearing Decision may be considered untimely and dismissed.



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