

Housing Portal Hints



- ❖ Choosing a Type of Property in the Assessment is now required.
- ❖ If an Accessibility Assessment is needed for a participant, please check to see if one has been already conducted on the Location. If so, please contact DAIL.
- ❖ An Accessibility Inspection needs to be redone every 5 years, in conjunction with the 5-year Home Safety Assessment, if possible.
- ❖ Once Assessment information has been entered into the Assessment by the Housing Contractor, the Assessment Status should NOT be changed by the Agency.
- ❖ Please remember to Approve the Case once ALL Assessments have been Approved, even when there was an Emergency Placement.
- ❖ When DAIL provides the agency with Feedback for a Variance, the agency must upload the requested documentation and/or notes for DAIL's review and request the Variance(s) again in order for DAIL to have access to the new information for the Variance.
- ❖ NEW – Super User contact list available under Reports