1. **Eligibility**

**Policy:**

Eligibility requirements for home delivered meals participants include:

1. Persons age 60 and older is eligible to receive home delivered meals, provided that such person is:
2. Unable to prepare his or her own meals;
3. Unable to consume meals at a congregate dining location due to physical or emotional difficulties; or
4. Lacking another meal support service in the home or community.
5. Disabled persons under age 60 years who reside with eligible participants.
6. Spouses of home delivered meals participants, if receipt of the meals are in the best interest of the participants.
7. Persons under 60 years of age who provide meal related volunteer services and individuals providing volunteer services at home delivered sites during meal hours when the participation of such individuals does not prevent the participation of older adults and their spouses.
8. Staff members of the nutrition program who are 60 years of age or older when such participation does not prevent the participation of other older adults and their spouses.

**Procedure:**

1. Persons who wish to receive home delivered meals service complete the Division approved evaluation tool (AGNES). A caregiver, case manager, or social services staff may assist with completing the form. Assessments from other service orders may be accepted if the content provides the same information as the evaluation tool.
2. The requirement for an assessment may be waived if the eligible participant is temporarily incapacitated at home. Receipt of home delivered meals for more than 30 days requires that the service provider assess the eligible participant’s status to determine if the individual is eligible for the program.
3. Eligible participants are evaluated at least annually to determine continued eligibility.
4. Persons who are no longer eligible for the home delivered meals program are referred to the congregate meals program, if feasible.