



Sample Home Health Care Provider Authorization Agreement

Note: An authorization agreement such as this sample should be used to document and track the presence of home health care providers in the supportive housing site outside of normal visiting hours or allowances. It may also be necessary to establish that the provider is in the building as an employee of the tenant, not as an additional tenant. All reasonable accommodation policies and forms should be reviewed by legal counsel prior to implementation.

Property Name: _____
Re: Tenant _____
Unit # _____
Address _____

Effective _____(date), I [insert name of provider] shall provide Home Health Care services to the above-listed tenant at the above-listed residence.

Per medical documentation submitted by the tenant, I am authorized to spend_____ nights per month in the unit as a Home Health Care Provider. I have provided documentation of my employment in this capacity.

I understand that I must immediately notify the building manager, terminate this agreement, and vacate the premises if my employment as a Home Health Care Provider to the above-named tenant ends for any reason, including the tenant no longer requiring such services. I agree to abide by the House Rules and any other regulations that govern behavior on the property.

I understand that I in no way establish tenancy. I understand that failure to abide by the terms of this agreement will result in Management terminating the agreement and requiring my immediate exit from the premises.

Signature Date

Name of Home Health Care Provider

Social Security Number

Date of Birth

Manager's Signature Date
(Manager: verify medical documentation, agency employment of Home Health Care Provider. Attach copies of these documents and Home Health Care Provider's Social Security and Governmental I.D. cards)

cc: Tenant File, Support Services, Operations Manager

Note: This document is included within the *Housing Operations* section of CSH's *Toolkit for Developing and Operating Supportive Housing*, which is available at www.csh.org/toolkit2. This document has been adapted from CSH's *Supportive Housing Property Management Operations Manual*, which is available at www.csh.org/publications.