

Destination: Home  
PO Box 74  
Evansville, IN 47701-0074  
812.428.4975 x 28  
info@destination-home.info  
www.destination-home.info



**Commission on  
Homelessness**

**PLANNING  
COALITION**  
PO Box 74, Evansville, IN 47701-0074  
812.774.1480 homelink@destination-home.info

### Discharge Planning Policy

**Goal:** To ensure that housing options are provided to homeless individuals prior to being discharged from a hospital, foster home, correctional facility or other publicly funded institutions

### Definitions

**Institution:** An institution is defined as a facility that provides other than permanent housing for individuals that are receiving services.  
Examples of institutions include but are not limited to: hospitals, treatment facilities, jails, prisons, community correctional facilities, nursing homes, group homes and the foster care system.

**Destination: Home** *Destination: Home* is a ten-year strategic plan to end homelessness in Evansville and Vanderburgh County.

**Prevention Committee:** The Prevention Committee provides oversight of the prevention strategies outlined in *Destination: Home*.

### Proposed Action Steps

#### **1. Develop a Discharge Planning Coalition**

Representatives from local hospitals, correctional facilities, foster homes and other publicly funded institutions will receive an invitation from the County Council, City Council, the Mayor and the Evansville/Vanderburgh County Commission on Homelessness to serve on the *Discharge Planning Coalition*. The representatives should be individuals who have the authority within their organization to allocate resources and direct policy and procedure changes within the institution.

The *Discharge Planning Coalition* will meet on a monthly basis to tackle the problems associated with discharge planning. They will identify “key issues” related to discharge planning and develop a list of possible solutions to be presented to the Prevention Committee and the Commission on Homelessness for consideration.

#### **2. Develop an organizational structure to support the development of the Discharge Planning Coalition.**

There is a need to reallocate existing resources or find additional resources to support a position that would be dedicated to supporting the work of the *Discharge Planning Coalition*. The following support is needed:

- Providing an updated resource list to institutions on a regular basis
- Convening the *Discharge Planning Coalition* on a monthly basis
- Collecting data on homelessness and bringing it to the *Discharge Planning Coalition* for discussion and planning
- Sharing homeless data with institutions
- Assisting institutions with the development and implementation of their individual discharge plans
- Helping to educate the public and create public awareness of the issues surrounding homelessness
- Serving on the Prevention Team to ensure that there is a connection between the work of the Prevention Team and the *Discharge Planning Coalition*

**3. Each Institution will develop and implement a Discharge Plan by 2008.**

Each institution, with support from the *Discharge Planning Coalition*, will develop a discharge policy for their institution by 2008. This Discharge Plan must be approved by the *Discharge Planning Coalition* and taken to the Commission on Homelessness for review prior to implementation. Major components of the plan must include a well articulated mission statement that is aligned with the mission of *Destination: Home*; connect consumers to local resources that will help them move to independence and self-sufficiency; include a team approach; and be connected to a data collecting system that will help track the consumer's success.

When available, examples of "model" plans will be provided to the institutions as they work to develop their individual institution's discharge plan.

An updated list of community resources will be provided to the institutions on a monthly basis.

Guidelines for Discharge Planning

- Who in the institution is responsible for discharge planning?
- How is the discharge plan going to be evaluated?

**4. The action steps, created by the Discharge Planning Coalition to support their goal, will be considered as grant requests are submitted to support Destination: Home.**

For a discharge plan to be effective, institutions must have access to coordinated resources. The *Discharge Planning Coalition* will identify where the gaps in services are and present them to the Commission on Homelessness and the Prevention Committee. When grants are written to support *Destination: Home*, a request to support discharge planning should be included and aligned with the work of the Prevention Committee, Discharge Planning Committee and the Commission on Homelessness.

The Housing Committee, City of Evansville-Department of Metropolitan Development (DMD) and the Homeless Services Council of Southwest Indiana (HSCSI) will work to obtain Continuum of Care funds, when feasible, to develop and operate those projects.

In addition, the Commission, the Discharge Planning Coalition and Prevention Committees, and the HSCSI will work together to investigate and identify available funding sources to develop and fund a resource coordinator's position as well as other projects to fill gaps in services.

###

This Discharge Planning Policy received approval from the Commission on Homelessness at the September 14, 2006 meeting held in the Mayor's Conference Room. The Commission on Homelessness will review and revise this Discharge Planning Policy annually.