

# HOW IT WORKS:

## Day Support Services

Wondering how you can get started with Lifeworks Day Support Services? Read our overview below and if you have questions, please do not hesitate to contact us: [651-365-3773](tel:651-365-3773) | [referrals@lifeworks.org](mailto:referrals@lifeworks.org)



### Complete a MnChoices assessment.

The process begins with a visit from an assessor who learns about your needs, goals, and preferences; this information determines your eligibility, authorized amount of support, and service options. To request a MnChoices assessment, contact your county or Disability Hub MN: 1-866-333-2466.



### Connect with a social worker.

After you are authorized to receive support, a social worker is assigned to assist you with selecting a provider and starting services.



### Choose a provider.

The social worker may share a list of providers like Lifeworks to deliver services. You can research different providers online to learn more about each one's approach and available support.



### Contact your provider.

Now that you have selected a provider, it is time to begin the service initiation process. At Lifeworks, when you first contact us, we share information about our organization and how the requested service works. Should you wish to move forward with Lifeworks as your provider and it is determined that we are a service match, our team would connect with your social worker to finalize service authorization.



### Conduct intake meeting and complete paperwork.

Intake meetings at Lifeworks are held over the phone or through Zoom. During intake, you will meet your Lifeworks support staff who will learn more about you and walk you through next steps. The required paperwork will be emailed to you for completion and includes items such as: privacy policies, contact information, and more. Once the intake meeting is held and the paperwork is signed and submitted, services can begin!



### Attend a check-in meeting.

For each new service received from Lifeworks, we have a 45-day, check-in meeting to review your experience and ensure that the support provided fits your needs.



### You're set.

Lifeworks will continue to be a resource for you and your team. Going forward, we will continue to meet with you annually to discuss potential changes and assess services.

Lifeworks is a 501(c)(3) nonprofit and an Equal Opportunity Employer. This information can be provided in an alternate format upon request.