

**User Friendly Manual 2002
Updates for February 2003 - Instructions**

Use the table below to update your User Friendly Manual. Please note, some pages in the print manual are double-sided but may be updated on only one side. To report corrections, contact the Detroit Health Department, HIV/AIDS Programs at (313) 876-4536.

This project is coordinated by staff of Wayne State University Shiffman Medical Library's Detroit Community AIDS Library (DCAL). Web address: www.lib.wayne.edu/dcal

<u>Out-of-date page:</u>	<u>Updated page(s):</u>
8	8.1 (Rev. 2/03)
11	11.1 (Rev. 2/03)
12	12.1 & 12.2 (Rev. 2/03)
13	13.1 (Rev. 2/03)
60	60.1 (Rev. 2/03)
66	66.1 (Rev. 2/03)
80	80.1 (Rev. 2/03)
81	81.1 (Rev. 2/03)
92	92.1 (Rev. 2/03)
93	93.1 (Rev. 2/03)
94	94.1 (Rev. 2/03)
95	95.1 & 95.2 (Rev. 2/03)

MEDICAL CARE

Any area of medical care that is not covered by Medicaid or other insurance is "un-sponsored" or uncompensated care. This means you will be billed and in most cases expected to pay the bills in full. If you do not have sufficient income or resources to pay the bill in full, contact the billing office of the doctor or hospital and ask if you can contract to make monthly payments. Do this before it gets sent to a collection agency. Most places will try to work something out with you. Please, do not forego medical care because you are worried about how to pay for it. It can be worked out. Several clinics in Detroit offer services on a sliding scale or free of charge.

In addition, free medical care is available to HIV positive, un- or under-insured individuals in Southeastern Michigan through the Ryan White CARE Act. The Detroit Health Department is the grantee for CARE Act funds in the Detroit area.

FREE OR LOW-COST HEALTH CARE PROVIDERS

CHASS (Community Health and Social Services) Clinics

Southwest:

5635 Fort Street
Detroit MI 48209
(313) 849-3920
Monday - Friday 8:00 am - 5:00 pm, Tuesdays open until 8:00 pm

Because of client volume, adults should call at the first of the month to schedule an appointment for the next month.

CHASS Midtown:

801 Virginia Park (at 3rd)
(313) 418-0662
MWF 8:30 am - 5:00 pm Tuesdays and Thursdays 12 - 8 pm

Clients should call to make an appointment, and should expect a 2-3 week wait for a physical exam. Clients need to be Detroit residents and income-eligible. Call for more information.

Cabrini Clinic of Most Holy Trinity Catholic Church

1435 6th Street
Detroit MI 48226
(313) 961-7863
Tuesday and Thursday - see times below. Closed 5th Tuesday and Thursday.

The Cabrini Clinic provides free medical assistance to uninsured persons and is staffed by volunteer doctors, nurses and other health professionals. No referral is necessary. Patients are seen on a walk-in basis Tuesday after 5:00 pm until 8 pm and Thursday from 1:00 - 4:30 pm and then again after 6:00 pm until 8 pm. Registration for evening hours begins at 4:00 pm on Tuesdays and at noon on Thursdays. The 4th Tuesday of the month is Diabetic Clinic. In addition, a mental health clinic is offered by appointment. Call 961-7863 for more information.

You should feel comfortable talking to your healthcare provider. Does he or she use words you understand? Does he/she listen to what you say? It's very important that you feel as though your physician is on your side. Treating HIV and/or AIDS is best accomplished by a team.

Although it takes work, you should try to be part of the team with your provider(s) to make it most effective. If for any reason you feel uncomfortable, talk with your provider. If he or she can not resolve your differences, consider finding a new provider.

INFECTIOUS DISEASE SPECIALISTS

Many people living with HIV choose to see an Infectious Disease (ID) doctor in addition to, or as, a primary care physician. ID specialists have the most current information about treatments, clinical trials and other strategies for managing the virus and preventing opportunistic infections. Although all hospitals have Infectious Disease departments, the hospitals below are particularly noteworthy for their work in HIV and AIDS.

Botsford General Hospital

28080 Grand River Ave.
Farmington Hills, MI 48336
(248) 471-8000

Provides outpatient ambulatory primary care services to HIV infected persons who are uninsured/underinsured. A case manager is on site on clinic days, Tuesdays and Wednesdays.

Children's Hospital of Michigan

3901 Beaubien
Detroit, MI 48201
(313) 745-5303 general information
(313) 745-4213 Horizon Project --Teens Program

Provides primary care services to HIV infected adolescents and young adults age 13-24 years. No insurance is necessary.

Henry Ford Hospital Infectious Disease Clinic

2799 W. Grand Blvd.
Detroit MI 48202
(313) 916-2556

The Henry Ford team of HIV specialists - including physicians, nurses, and social workers - provide comprehensive care for HIV patients, including regular outpatient examinations for early detection and treatment of the complications of HIV/AIDS, antibiotic infusions to prevent and treat complicating infections, and access to some of the latest experimental treatments. These specialists also provide the latest in inpatient treatment for the more severe complications of AIDS. Patients who are HIV positive and without insurance will not be refused treatment.

The team provides consultations to community physicians caring for PLWH, assisting them in determining the best treatment for their patient and keeping them informed of the latest research protocols. The clinic provides medical care to insured and uninsured patients. Most forms of insurance are accepted, but if you have an HMO, you may need a referral from your doctor. For transportation to appointments, ask your case manager.

Hutzel Hospital
Perinatal Infectious Disease Clinic
4704 St. Antoine
Detroit, MI 48201
(313) 993-2681

Provides prenatal care for uninsured HIV infected women and provides emergency medical care for HIV infected women who have delivered infants in the previous year who require care.

St. John Hospital and Medical Center Infectious Disease Clinic
22101 Moross
Detroit, MI 48236
(313) 343-7280

Primary Care Office
5575 Conner
Detroit, MI 48213
(313) 579-4555

St. John Health has 3 sites offering care to clients who have no insurance or are underinsured. VNA case managers are also onsite at the Detroit locations.

The Mobile Unit offers care to clients who have no insurance. A Nurse Practitioner and a Primary Care Physician staff this unit. To schedule an appointment or obtain information regarding this unit, call (313) 343-4145.

University Health Center
HIV / AIDS Program
4201 St. Antoine POD 7B
Detroit, MI 48201
(313) 745-9035 to make an appointment
Monday - Friday 8 am-5 pm

This is the site of the Wayne State University/Detroit Medical Center HIV/AIDS Program, which provides medical, social, psychological, educational and advocacy services and works with community organizations to help manage patient care. The clinic provides highly specialized services to men, women and adolescents. The clinic can provide care to uninsured or

underinsured PLWH, but you are advised to apply for Medicaid prior to your initial visit. If Medicaid is later approved, your bills will be paid retroactively. For transportation, ask your case manager for assistance.

University of Michigan Medical Center

1500 E. Medical Center Drive
3120 Taubman Center
Ann Arbor, MI 48109-0378
(734) 936-8186 or (888) 224-7939 to make an appointment

This infectious disease clinic is staffed with doctors, nurses, social workers, and nutritionists who specialize in the treatment of HIV. The clinic provides care to insured and uninsured PLWH. Also available are free mental health services and nutritional consultation to both patients and non-patients who are infected/affected by HIV. For transportation, ask your case manager for assistance.

Visiting Nurse Association provides Ryan White funded primary care through contacts with:

Dr. Paul Benson

2327 Coolidge
Berkley, MI 48072
To make an appointment call (248) 544-9300

Dr. Anthony Ognjan

Northeast Medical Building
43900 Garfield, Ste. 12
Clinton Township, MI 48038
To make an appointment call (586) 412-5139

DENTAL CARE

It is very common for people with HIV/AIDS to develop problems in their mouths. Some of those problems are best handled by a medical doctor; others require a dentist or dental hygienist. Some people have dental problems of long standing when they are diagnosed with HIV/AIDS and find they need to take care of them after the diagnosis in order to eat comfortably. Either way, if you find yourself with problems in the tissues of your mouth, it's probably best to check first with your medical doctor to determine whether the solution is medical or dental.

If your doctor says it's dental, and you already have a dentist and insurance, or enough income to pay the bills, you should have no problem getting the care. All dental offices should be routinely practicing techniques that will prevent transmission of the HIV virus -- in either direction. You should still tell your dentist that you have HIV or AIDS when you make your appointment. If you were referred by your medical doctor, explain why. If you are on Medicaid, ask the dentist if this is a covered procedure. Free dental services are available through the Free Donated Dental Services (DDS) Program. You must be low-income, lacking other resources to obtain dental treatment, in need of extensive dental services, and be considered disabled. If you have Medicaid you should see a Medicaid dentist first, and access the DDS Program for those services not covered by Medicaid. The dental services are provided by a panel of private dentists who volunteer their time and resources. Dental labs volunteer their services as well. **For more information, or to obtain an application for the program, call 1-(800) 850-5913.**

Another program serving HIV positive people in Michigan is the **MDCH Dental Demonstration Project (DDP)**. Services covered include both preventive and restorative care. To be eligible:

- You must be HIV positive
- You must be a Michigan resident
- Your income level should be no more than 200% of the poverty level
- You must have applied for public assistance within 60 days of application to the DDP

For more information, contact your case manager or MDCH at 1- (888) 826-6565.

SOCIAL SECURITY WORK INCENTIVES

Under Social Security Disability Insurance (SSDI), you can have a trial work period. This allows you to test your ability to work or run a business for at least 9 months, without affecting your disability benefits, regardless of how much you earn. Every month that you earn more than \$570 will be counted as a trial work period month. After your 9 months of trial work your earnings will be evaluated to see if they are considered substantial. If your earnings do not average more than \$800 a month, SSDI will generally continue. If earnings do average more than \$800 a month, SSDI will continue for a 3-month grace period before it stops.

- Any month that your earned income falls below \$800, you can receive SSDI for that month.
- If you should become ill within 36 months of losing SSDI due to employment, you will be reinstated without having to wait the 6 months that you did initially.
- You can receive at least a 93 month extension of Medicare after the trial work period. You may be able to purchase continued Medicare coverage after that, as long as you remain medically disabled. See MEDICARE.

Under Supplemental Security Income (SSI) there is no trial work period, but there is a Plan for Achieving Self-Support (PASS) program. This allows you to set aside income and/or resources for a specified period of time to fulfill a work goal. This goal can either be opening a business or completing education.

You may also work without participating in the PASS program. SSI offers an earned income exclusion, which disregards the first \$85 of earnings in a month plus one-half of the remainder. Medicaid coverage may continue even if your earnings, along with other income, become too high for an SSI cash payment. You must need Medicaid in order to work and have gross earned income of less than \$1,823 a month.

Under both SSDI and SSI you are allowed impairment-related work expenses. These are items that have not been nor expect to be reimbursed. Items can include attendant care services, and medical devices and equipment. The cost of routine drugs and medical services can't be used as a work related expense unless the drug or service is necessary to control the disabling condition. Your out-of-pocket expenses for HIV medications can be considered "necessary to control the disability condition."

Under both SSDI and SSI, if you are no longer found disabled due to medical improvement, your payments stop, unless you are participating in a vocational rehabilitation program. Your benefits may continue until the vocational rehabilitation program ends.

Under both SSDI and SSI, if your benefits ended because of earned income, your benefits may start up again. You must request your benefits to restart within 5 years (60 months) from when your benefits stopped. You must also not be able to make \$800 a month in gross earned income due to your medical condition.

See Benefits for general SSDI/SSI information.

Presumptive Disability for SSI

Anyone with a diagnosis of AIDS (as defined by the Centers for Disease Control and Prevention and confirmed by medical tests) with a major opportunistic infection, who meets the definition of disability, and who qualifies financially, may be given PRESUMPTIVE DISABILITY. This means that the people at the Social Security office will presume a disability based on this initial information and you may get your first check within two to four weeks, rather than waiting the usual two to four months. A T-cell count below 200 does not meet the definition of disability. Be sure to have your doctor's name and phone number ready. It's also a good idea to let your doctor know that Social Security will ask him or her to fill out a medical form to confirm your disability.

Anyone who is HIV+ and has extreme or marked functional limitations may also qualify for Presumptive Disability. A checklist to be completed by a doctor or nurse has been developed for this purpose, Form SSA-4814, Physician's Report on Adults with Allegation of HIV Infection, and can be obtained through your case manager or the **Family Independence Agency (FIA) HIV/AIDS Service Coordinator at 1- (877) 342-2437 or 1- (877) FIA-AIDS.**

HIV Diagnosis, Not Indicative of AIDS

If your diagnosis is HIV, but not AIDS, you have a lowered T-cell count, and you have 2 or more of the following conditions persisting over a 2 month period:

- anemia causing fatigue
- granulocytopenia (low blood count)
- thrombocytopenia (low blood count)
- documented fever
- weight loss
- oral thrush
- oral hairy leukoplakia (raised white patches in mouth)
- recurrent herpes zoster
- persistent diarrhea

and there is a marked restriction in activities of daily living or you are unable to concentrate, then you may be deemed disabled by Social Security standards.

Payments Under SSI

If you qualify for SSI, you will receive one of two amounts. If you are determined to be living on your own, you will receive \$545 per month. If you are determined to be living with others, you will receive \$368 per month. These checks come from the federal government and are received on the first of the month. In addition, the State of Michigan pays an SSI amount on a quarterly basis (March, June, September and December). You will receive \$42 each quarter if you are living on your own and \$27.99 if you are living with others. If you are eligible for SSI you are also eligible for Medicaid. **See MEDICAID.**

- Child protection report: if information related to HIV status is part of a report required by child protection laws, it can be disclosed
- Child placement: In order to care for a child or to place a child in a foster or adoptive home, HIV status can be disclosed by FIA, the Department of Community Health, a probate court, or a child placement agency
- Hospital care: if, during medical treatment, a health care worker is exposed to your body fluids, the hospital can test you for HIV without your consent

Methods for Service Providers to Prevent Breaches of Confidentiality

- Always obtain a release from the individual before disclosing any information. The release must be: In writing, time limited, specify to whom information is being released and specific to HIV/AIDS.
- Don't mark or distinguish HIV client files from other files.
- Don't discuss a client outside the office where someone may overhear you.
- When calling and leaving a message at a client's home or workplace, don't leave the name of your organization if the name includes HIV or AIDS or if your organization exclusively represents PLWH unless the client has given prior written approval to do so.
- The organization should have a caller ID block so its name will not appear on the client's phone call list or ID box.
- Be careful when mailing things with the organization's name on the outside of the envelope.
- When faxing information arrange for someone to be on the receiving end so confidential information is not lying around.
- When a record of a person's HIV status must be kept, limit the number of persons with access to the absolute minimum number of people and keep the information absolutely secured.
- Do not send e-mails that identify a person and disclose the person's HIV status. Instead send one e-mail that discloses HIV status without disclosing the person's identity. Then send a second e-mail identifying the person.
- Do not discuss client information on a portable or cell phone. The conversation can be monitored by anyone with the right equipment.

FREE LEGAL RESOURCES

HIV/AIDS Advocacy Program (HAAP)

29200 Vassar Blvd. Suite 501

Livonia MI 48152-2181

General information: 1- (800) 414-3956

Client intake number: 1- (800) 288 5923

Monday - Friday, 9 am-5 pm

HAAP is a project of Michigan Protection and Advocacy Service, created to provide advocacy and technical assistance to persons with HIV infection. They can assist with wills, power of attorney, utility shut-off, creditor issues, problems with SSI and obtaining SSI benefits, designation of patient advocate forms, housing and employment discrimination and more. Services are free of charge, and they can come out to your home if you are homebound.

**Wayne County Neighborhood Legal Services (WCNLS)
AIDS Law Center**

51 West Hancock, 3rd floor
Detroit MI 48201
(313) 831-3000 ext. 2
Monday - Friday 9 am-5 pm

Wayne County Neighborhood Legal Services AIDS Law Center provides compassionate mediation services to resolve disputes about the delivery of HIV-related services and other entitlement issues. The Center can assist with wills, power of attorney, bankruptcy, utility shut-off, problems with SSI, creditor issues, medical insurance issues, family law issues, housing and employment discrimination and more. Services are free of charge, and they can come out to your home if you are homebound.

**Oakland County Bar Association
Lawyer Referral Service**

(248) 338-2100

Lakeshore Legal Aid

St. Clair County Office:
803 Tenth Ave., Ste. C
Port Huron, MI 48060
(810) 985-5107

Macomb County Office:

21885 Dunham Road, Ste. 4
Clinton Township, MI 48036

Offers legal counseling and representation, community legal education, and seminars for low-income citizens. Also serves senior citizens.

**Macomb County Bar Association
Lawyer Referral Services**

(810) 468-8300

Pro Bono

Department of the Toledo Bar Association
Lawyer Referral Service
(419) 242-2000

Monday
6 pm-8 pm

Wednesday
6 pm-8 pm

Saturday
12 pm-2 pm, 7 pm-9 pm

SUPPORT GROUPS

If you need drug or alcohol treatment, there are a number of options available to you, including inpatient treatment, outpatient treatment, and residential treatment. Alcoholics Anonymous and Narcotics Anonymous meetings are offered in many different locations to help you maintain sobriety once you have completed treatment.

Alcoholics Anonymous

Oakland County	(248) 332-3521
Macomb County	(810) 756-1209
Monroe County	(734) 457-4777
Wayne County	(313) 510-9380
	(313) 831-5550

Narcotics Anonymous

Metropolitan Detroit Area	(248) 543-7200
(includes all surrounding counties and Windsor)	

REGIONAL SUBSTANCE ABUSE COORDINATING AGENCIES

Detroit Health Department, Bureau of Substance Abuse

1151 Taylor
Detroit, MI 48202
(313) 876-4566
Serving: City of Detroit

Provides substance abuse assessments and referrals for drug treatment for Detroit residents. You need to walk-in Monday through Friday at 7 am. Bring a valid State of Michigan ID, Social Security card and current Medicaid card (if applicable.) Referrals are provided on a first come, first serve basis. If you are interested in substance abuse treatment and have Medicaid call 1-(800) 467-2452 or if you have no insurance call (313) 224-7000. If you would rather schedule an appointment vs. walk-in, you may call Point of Change (Community Health Awareness Group – CHAG) at (313) 822-4626 or Family Roads at (313) 966-9007 - ask for Doris Lowe.

Macomb County Community Mental Health, Office of Substance Abuse Services

Macomb County Building, 6th Floor
10 N. Main St., Mt. Clemens, MI 48043
Administrative numbers: (586) 469-5278 or (586) 469-5920
Serving: Macomb County

If you are interested in accessing publicly funded substance abuse treatment services, you must go through CARE (Community Assessment, Referral, and Education, see below) first: (586) 412-0033.

Community Assessment Referral and Education (CARE)

42621 Garfield, Ste. 101
Clinton Township, MI 48038
(586) 412-0033

Provides substance abuse assessments for Macomb County residents with no insurance and no way to pay for treatment.

Oakland County Health Division, Office of Substance Abuse

250 Elizabeth Lake Road, Suite 1550
Pontiac, MI 48341-1050
(248) 858-0001
Serving: Oakland County
Monday - Friday 8:30 am-5:00 pm

PACE Intake Unit
250 Elizabeth Lake Road
Suite 1570, Pontiac, MI 48341
(248) 858-5200 Contact: Marlene Hughes

The Substance Abuse Office is an administrative unit responsible for the establishment of and maintenance of a network of substance abuse treatment and prevention programs. The office provides information, consultation, and technical assistance to organizations and individuals on substance abuse prevention treatment issues, funds various prevention projects and activities, publishes a newsletter, and offers various other services. Treatment referrals/placements for adults and adolescents are made through PACE (Prior Authorization/Central Evaluation) unit (248) 858-5200.

St. Clair County Health Department, Thumb Region Substance Abuse Services

3415 8th St., Port Huron, MI 48060
(810) 987-8922
Serving: St. Clair County

For individuals on Medicaid or who request state funds, contact AARS, formerly CDRS at 1-(800) 237-0870.

Downriver Community Conference

15100 Northline Rd.
Southgate, MI 48195
(734) 283-9444 or 1- (800) 686-6543
Monday - Friday 8 am-4:30 pm

Serving: Wayne County outside of Detroit and Monroe County residents, and for Detroit residents with Medicaid in the following ZIP codes: 48203, 48211, 48212.

For Wayne County (outside the city of Detroit) or Monroe County residents with no insurance and no funds to pay for treatment, call for more information. Most assessments are done over the telephone. See the description of Detroit Health Department, Bureau of Substance Abuse for services provided.

TREATMENT PROGRAMS

Different treatment programs have different procedures based on the program and on your insurance program. Most require you to go through your regional substance abuse coordinating agency first (they were listed previously). You meet with a person who conducts a substance abuse assessment with you and then provides you with a referral for the most appropriate treatment program.

Community Care Services

26184 W. Outer Drive
Lincoln Park, MI 48146
(313) 389-7500
Monday - Friday 8:30 am-5 pm

Offers outpatient treatment. Contact the organization directly for more information.

Community Care Services

26650 Eureka Rd. Suite A
Taylor, MI 48180
(734) 955-3550
Monday-Thursday 8:30 am-6 pm
Friday 8:30 am-4:30 pm

Intensive outpatient treatment program for women. Call for more information.

Community Health Awareness Group (CHAG) – Point of Change

14600 Mack Ave.
Detroit, MI 48215
(313) 822-4626

Point of Change provides onsite substance abuse assessments and referrals to drug treatment. Also provides pre-treatment and aftercare services, and has a support group for Hepatitis C.

Detroit Hispanic Development Corporation

1211 Trumbull
Detroit, MI 48216
(313) 967-4880

Provides individual, group and family outpatient counseling for low income and uninsured adults and youth referred for substance abuse issues. Each client participates in individual and group counseling sessions. Bilingual education and direct services available.

Detroit Light House

3750 Woodward, Ste C40
Detroit, MI 48201
(313) 832-1300

The Detroit Light House program provides intensive outpatient substance abuse treatment with

free housing. The **Plus 1 Program** serves individuals meeting the following criteria: 18 years or older; substance abuser; have a co-occurring health concern with documentation of diagnosis; City of Detroit resident; referred by Access, Assessment, and Referral Services (AARS), formerly known as CDRS. The **Plus 2 Program** serves individuals meeting the following criteria: 18 years or older; substance abuser; HIV positive; be a resident of the Detroit Metropolitan Area; and be a direct referral to the Detroit Light House Program.

Latino Family Services

3815 W. Fort St.
Detroit, MI 48209
(313) 841-7380

Provides outpatient substance abuse counseling. Call for more information.

Maiden House Ministries, Inc.

Men's Home
16111 Woodward Ave.
Highland Park, MI 48203
(313) 867-7484

Women's Home
5222 E. McNichols
Detroit, MI 48228
(313) 368-6590

Offers supervised residential home for recovering alcoholics and drug abusers with a strong spiritual focus.

Mariner's Inn

445 Ledyard
Detroit, MI 48201
(313) 962-9446
Monday - Friday 9 am-5 pm

Provides residential substance abuse treatment for three months for men who are homeless and chemically dependant. Transitional and long term residential housing available. Contact directly for more information.

Sacred Heart Rehabilitation Center

400 Stoddard
PO Box 41038
Memphis, MI 48041-1038
1- (888) 802-7472 or (313) 284-0070
Monday - Friday 8:30 am-5 pm

Salvation Army Harbor Light

2643 Park Avenue
Detroit, MI 38201
(313) 964-0577 – 24 hours

Offers inpatient treatment to men and women. You may contact the agency directly. You need a picture ID and a social security card for admission. Offers a dual diagnosis treatment program for individuals with mental illness and chemical dependency.

Self Help Addiction Rehabilitation Men's Program (SHAR MP)

1852 W. Grand River Blvd.
Detroit, MI 48208
(313) 894-8444

SHAR Men's Program is a comprehensive 4 month residential treatment program for men at risk for HIV/AIDS. For additional information, contact the Admission's Coordinator or Program Coordinator.

Agencies located in Macomb County

Bi-County Outpatient Counseling Center	(810) 758-2872
CARE/Parent Training Program.....	(810) 412-0088
CARE/Substance Abuse Information Center	(810) 412-0033
Evergreen Counseling Center.....	(810) 268-6550