The Adult Services unit within the local department of social services offers services that help disabled or elderly adults remain in their own homes and maintain independence when possible. Two programs that help with these efforts are the Representative Payee and the In-home Aide program.

**Representative Payee**
A representative payee is a trained and bonded volunteer that assists an elderly or disabled person to manage their money. The payee spends normally three to five hours a month assisting in managing direct deposit checking accounts, paying bills, and making purchases. The payee is not a guardian nor does he have power of attorney for the client.

The Representative Payee Program is administered at the discretion of each local department of social services with the assistance of an advisory board. The advisory board includes members of community service organizations such as faith groups, AARP, local government, Legal Aid Bureau, Social Security Administration, local agencies on aging and local health organizations.

**In-Home Aides**
In-Home Aides serve adults 18 or older with functional disabilities who need assistance with daily living in their home, vulnerable adults with no caregiver, those at risk of institutional placement, and those at risk of abuse or neglect. In Home Aide services include chores, personal care, transportation/escort, training in self-care and caregiving skills. Other services include support to caretakers of the disabled and elderly.

**Application Process**
Individuals or their caregivers should call the local department of social services in the county or city where the applicant lives. The local department representative will arrange a home visit to conduct an interview with the applicant to determine their specific needs. The availability of funding for the program determines the number of individuals who can be served state-wide. To ensure that those with the greatest need are served first, local departments use a ranking scale.

**Sliding Scale Fee**
Depending on the income and family size of the applicant, the applicant may be required to contribute toward the hourly cost of the aide service. The amount is determined by a sliding-scale and the fee is paid to the Local Department of Social Services.