

# Seattle Human Services Case Management Program Records, 1994-1999

## Overview of the Collection

<b>Creator</b>	Seattle (Wash.). Human Services Dept.
<b>Title</b>	Seattle Human Services Case Management Program Records
<b>Dates</b>	1994-1999 (inclusive) 1994 1999
<b>Quantity</b>	1.0 cubic foot, (3 boxes)
<b>Collection Number</b>	3611-02
<b>Summary</b>	Records of a program that promoted independent living for low-income older persons.
<b>Repository</b>	<a href="#">Seattle Municipal Archives</a> Seattle Municipal Archives Office of the City Clerk City of Seattle PO Box 94728 98124-4728 Seattle, WA Telephone: 206-233-7807 Fax: 206-386-9025 <a href="mailto:archives@seattle.gov">archives@seattle.gov</a>
<b>Access Restrictions</b>	Records are open to the public.
<b>Languages</b>	English
<b>Sponsor</b>	Funding for processing this record series was provided through a grant from the National Historical Publications and Records Commission.

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## Historical Note

An Office of Human Resources was established in 1971 in the Executive Department to develop, implement, and manage social services for low-income and disadvantaged residents of Seattle. In 1973 it was replaced by the Department of Human Resources. DHR administered family and youth services programs, senior citizen services, community service activities, the Seattle Veterans Action Center, and the Comprehensive Residential Weatherization Program. Federal, state, and local grants comprised two-thirds of the department's operating budget. Passage of the 1986 Low Income Housing Levy increased the City's funding and policy role in housing issues. In 1991, the agency name was changed to the Department of Human Services. A year later, the Department of Housing and Human Services was created, incorporating the City housing programs and Community Development Block Grant administration from the recently abolished Department of Community Development. DHHS programs included aging services, family and youth services, housing and community services, human services, and the City's education office. In 1999, the Office of Housing was established as an independent agency and DHHS was reorganized as the Human Services Department.

Created in May 1971 as part of the Office of Human Resources, the Division on Aging has developed and maintained a comprehensive and coordinated planning and service delivery system for older citizens of Seattle and King County. It is sponsored by the City of Seattle, King County and United Way of King County and administers the Mayor's Office For Senior Citizens. In 1998 its name changed to the Division of Aging and Disability Services.

## Content Description

The Aging and Disability Services Case Management Program coordinated and managed in-home services for low-income older persons. The Program also provided assessments of older and disabled clients, addressing health and functional abilities, as well as eligibility factors for in-home services. Records include subject files, client surveys, reports and meeting files, primarily concerning the Hope For the Elderly Independence Program, a joint program with the Seattle Housing Authority which provided low-income elderly with a housing subsidy and assistance in obtaining goods and services needed to remain independent.

## Use of the Collection

### Preferred Citation

[Item and date], Seattle Human Services Case Management Program Records , Record Series 3611-02. Box [number], Folder [number]. Seattle Municipal Archives.

## Administrative Information

### Arrangement

Arranged into three series: Subject Files, Hope For the Elderly Independence Program, and Hope For the Elderly Independence Program Client Surveys.

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## Detailed Description of the Collection

The following section contains a detailed listing of the materials in the collection.

### Subject Files, 1994-1999

Container(s)	Description	Dates
Box/Folder		
1/1	Core Clients Satisfaction Survey Final Report	1999
1/2	Core Clients Satisfaction Survey - Results To Home Care Agencies	1999

Container(s)	Description	Dates
1/3	Information Sharing Meetings	1997
1/4	Interagency Agreements	1998
1/5	Interagency Agreements	1998
1/6	Photograph - Tom Warner, Case Management Staff	Undated
1/7	Planning Process	1996-1997
1/8	Planning Process - Supervisor Response	1997
1/9	Services Coordination, Final Report ( Case Management Service For High Rises And SSHP)	1997-1999
1/10	Staff List	1996
1/11	Steering / Finance Committee	1997
1/12	Survival Services, DHHS	1994

## Hope For the Elderly Independence Program, 1993-1997

Container(s)	Description	Dates
<b>Box/Folder</b>		
1/13	Advisory Committee - Annual Program Evaluation	1998
1/14	Advisory Committee - Meeting	1996
1/15	Advisory Committee - Meeting	1996
1/16	Advisory Committee - Meeting	1997
1/17	Advisory Committee - Meeting	1997
1/18	Advisory Committee - Meeting	1997
2/1	Application (Seattle Housing Authority) For Hope For Elderly Independence Program (HUD)	1993

Container(s)	Description	Dates
2/2	Forms And Marketing Plan (Hope Program)	1995
2/3	Furniture / Household Goods For Homeless Procedure	1996
2/4	Goods And Services Requests	1996-1997
2/5	Groper, Mark (Seattle Housing Authority) Meeting	1997
2/6	Information (Hope Program)	1995-1996
2/7	Moving Services	1997
2/8	Negotiation With Seattle Housing Authority	1996-1997
2/9	Participant Statistics	1996
2/10	Quarterly Reports And Statistics	1996
2/11	Quarterly Reports And Statistics	1996
2/12	Quarterly Reports And Statistics	1996
2/13	Quarterly Reports And Statistics	1997
2/14	Systems Meeting	1997
2/15	Systems Process, Division On Aging / Seattle Housing Authority	1995
2/16	Utility Programs - Seattle Housing Authority	1997
2/17	Wait List	1996
2/18	Wednesday Meetings, Hope Staff	1995

## Hope For the Elderly Independence Program Client Surveys, 1995-1999

Container(s)	Description	Dates
Box/Folder		

<b>Container(s)</b>	<b>Description</b>	<b>Dates</b>
2/19	Match Study Working Papers	1995-1996
2/20	Match Study Form	1996
2/21	Match Study Report	1995-1996
2/22	Match Study Report	1999
2/23	Client Satisfaction Questionnaire Design	1996
2/24	Survey Questionnaire Pretest	1996
2/25	Surveyor Assignments	1996
2/26	Survey Instructions	1996
2/27	Client Satisfaction Questionnaire Final Form	Undated
2/28	Survey Comments	1996
3/1	Questionnaire, Final Version (Includes Student Papers)	1997
3/2	Questionnaire Data And Codes	1997
3/3	Survey Analysis	1997
3/4	Survey Results, 22 Samples	1997
3/5	Questionnaire Statistics (Blurb)	1997
3/6	Interpreted Surveys	1997
3/7	Limited English Speaking Surveys	1998
3/8	Final Reports - Client Satisfaction Survey	1997
3/9	Seattle Housing Authority Referral Indicators	1996
3/10	Seattle Housing Authority Survey	1996-1997
3/11	Seattle Housing Authority Report	1997

## Names and Subjects

### **Subject Terms :**

Housing subsidies--Washington (State)--Seattle  
Low-income housing--Washington (State)--Seattle  
Older people Home care--Washington (State)--Seattle  
Older people--Washington (State)--Seattle

### **Corporate Names :**

Seattle (Wash.). Division on Aging  
Seattle Housing Authority  
(651)  
Seattle (Wash.). Dept. of Housing & Human Services  
Seattle (Wash.). Human Services Dept.

### **Geographical Names :**

Seattle (Wash.)

Finding aid prepared by Janet Ness  
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