



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ELIZABETH HERTEL  
DIRECTOR

## VEHICLE REPAIR INFORMATION

MDHHS-5945 (5-21)

### **Below you will find the criteria required to obtain Direct Supportive Services (DSS) for Vehicle Repair Assistance through MDHHS:**

- Prior approval from MDHHS is required for this service.
- You must be a recipient of the Family Independence Program, Child Development and Care, Family Medicaid, or Family Food Assistance benefits through MDHHS.
- You must be employed or if you are not employed, the vehicle must be needed to accept a verified job offer or the vehicle is needed to participate in Family self-sufficiency activities that will prepare you for employment.
- The driver has a valid Michigan Driver's License; or the person who will be driving the vehicle has a valid driver's license.
- The vehicle is in your name and you have owned it over 60 days.
- The vehicle is your primary means of transportation for employment related activities and you do not have another vehicle that you can use.
- The amount paid by MDHHS may not exceed \$900 including any repairs done in the previous 12 months by MDHHS/MI Works.
- The repair is expected to make the vehicle safe and roadworthy (verification will be required).
- The cost of the vehicle repairs will not exceed the vehicle's retail value.

**Important:** There is no entitlement for Direct Support Services. The decision to authorize Direct Support Services is within the discretion of MDHHS based on local office funding.

### **VEHICLE REPAIR CHECKLIST**

Once you have obtained the following verifications, please return to the local office or upload to your MIBridges account at [www.michigan.gov/mibridges](http://www.michigan.gov/mibridges):

- Copy of valid Michigan Driver's License.
- Copy of the vehicle title, registration, and insurance.
- An estimate for repair indicating that the repairs will make the vehicle safe and road worthy. The estimate must be signed by a licensed mechanic.
- Completed DHS-38, Verification of Employment or last 30 days of pay stubs (if required; ask your worker).

**NOTE:** Procurement card must be used for all vehicle repairs unless the provider does not take VISA. If the provider does not take VISA they will need to enroll in SIGMA and follow the manual payment process.

The Michigan Department of Health and Human Services will not exclude from participation in, deny benefits of, or discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, gender identification or expression, sexual orientation, partisan considerations, or a disability or genetic information that is unrelated to the person's eligibility.

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