

LIFESPAN RESPITE PROGRAM REQUIREMENTS AND INSTRUCTIONS FOR

“EMERGENCY RESPITE CARE” SERVICES

PURPOSE

The purpose of the Lifespan Emergency Respite program is to offer funding and resources to support caregivers of children or adults with special needs or a chronic/terminal illness who have an urgent need for respite care in the absence of any other funding source. The Alabama Lifespan Emergency Respite program supports the caregiver’s decision to request emergency respite care and determine where the care will be delivered and by whom.

DEFINITIONS

Agency: a private or public, not-for-profit or for-profit organization that assists caregivers and individuals with special needs.

Care Recipient: an adult or child with a diagnosed disability or chronic/terminal illness who requires assistance for activities of daily living.

Emergency: an unplanned or unforeseen event

Emergency Respite Care: respite care during an unavoidable absence of the primary caregiver or back up caregiver from the home

- a planned or unplanned situation that prevents the caregiver from providing care required by the care recipient
- an unplanned event that threatens the health and safety of the care recipient;
- an unplanned event that threatens the health and safety of the caregiver thereby placing the care recipient in danger.

Primary Caregiver: an unpaid family member or other adult or foster parent who provides in-home monitoring, management, supervision or treatment of a child or adult with a diagnosed disability or chronic/terminal illness. Such caregiver may, but need not, reside in the same household as the care recipient, but must be responsible for providing care to recipient for at least 50% (or 80 hours) of substantial care per week.

Respite Provider: a non-profit, for-profit organization, or an individual which provides respite care services, including but not limited to:

- home-based services
- sitter-companion services
- consumer-directed respite
- long-term care facilities

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- hospital based
- crisis nurseries
- family care homes or host family model
- respite centered-based model
- foster home settings
- camps
- adult day care

Respite Care: temporary relief for primary caregivers who are caring for individuals of any age who have diagnosed disabilities or chronic/terminal illness.

EMERGENCY RESPITE PROGRAM:

Emergency respite care services may result from, but not be limited to, the following circumstances:

- ❖ Caregiver illness (physical, mental, or emotional)
- ❖ Caregiver hospitalization, out-patient procedure, or doctor appointment
- ❖ Illness of a loved one
- ❖ Funeral/Wake
- ❖ Drug/ Alcohol Abuse counseling/support
- ❖ Preparation for care recipient to transition between living arrangements
- ❖ Other family emergency or crisis
- ❖ Fire, weather or other major damage to caregiver or recipient's home

ELIGIBILITY

Those eligible for emergency respite care services include caregivers caring for a child or adult with special needs or a chronic/terminal illness and other health issues who provide at least 80 hours of substantial care per week.

SPECIAL INSTRUCTIONS FOR RESPITE CARE

Directions: In the case of an emergency, the caregiver must decide if they will call a private care provider (a person over 18 years old living outside the home) or choose a professional home caring agency.

- If the emergency happens during 8 a.m.-4 p.m. Monday-Friday, please call the Alabama Respite office at 256-859-4900 and ask to speak with an Alabama Respite team member for approval.

If the emergency does NOT happen between 8 a.m.-4: p.m. Monday-Friday:

- If calling a private care provider, be sure to have read the guidelines and determine if your emergency fits within the stated emergency guidelines. The care provider must be over 18 years old and living outside the home. In the case of an immediate emergency, the caregiver/family will arrange care for the care recipient and contact Alabama Respite the next business day. Alabama Respite will verify the caregiving and emergency situation with

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a third party agency and may need to request additional paperwork or information to provide reimbursement for private respite care.

CAREGIVER REIMBURSEMENT LIMITS

Alabama Respite must assure that emergency respite care service does not exceed the approved amount per Caregiver/family. Caregivers will be approved for no more than \$400 depending on the nature of the situation. Upon receipt of the completed voucher, the caregiver will be reimbursed with a check which will be mailed within the next ten business days.

FOLLOW UP REQUIREMENTS

After emergency respite services have been received, Alabama Lifespan Respite program staff will follow up with the caregiver to determine if the caregiver received the services and their needs were met. A caregiver evaluation survey as well as other outcome tools will be used to measure the success or failure of the emergency respite program.

CONTACT INFORMATION: Submit all necessary documentation to:

Alabama Respite-Emergency Respite
1856 Keats Drive
Huntsville, AL 35810
respiterequest@ucphuntsville.org
Phone: 256-859-4900