

Respite Services

A service that provides for the planned or emergency short-term relief of the Covered Individual's unpaid caregiver when the caregiver is temporarily unavailable to provide supports due to non-routine circumstances. This service provides a consumer with personal assistance in daily living activities (e.g., grooming, eating, bathing, dressing and personal hygiene) and functional living tasks. The service includes assistance with:

- planning and preparing meals; transportation or assistance in securing transportation;
- ambulating and mobility;
- reinforcement of behavioral support or specialized therapies activities;
- assistance with medications and the performance of tasks delegated by an RN in accordance with state law; and
- supervision of the consumer's safety and security.

Respite Services:

- must be provided face-to-face to the Covered Individual, with the exception of shopping for the Covered Individual; planning or preparing meals for the Covered Individual; housekeeping for the Covered Individual; procuring or preparing the Covered Individual's medications; or securing transportation for the Covered Individual;
- includes interacting face-to-face or by telephone with an individual or an involved person regarding an incident that directly affects the Covered Individual's health and safety;
- can be provided in the Covered Individual's home, in the Provider's **certified** home, in the community, or in a community-based facility;
- can only be provided in a Site-based facility or Provider's home that has been prior approved by ATCMHMR;
- cannot be billed simultaneously with another non-traditional service if billed hourly;
- address an identified need of the Covered Individual for respite as determined by the Person Directed Planning Team;
- support, rather than supplant, the family's natural resources and support network;
- can be provided either as a 1:1 service with the Covered Individual or in groups of Covered Individuals;
- do not allow for more than 3 Covered Individuals in a Provider home-based respite site at any given time;
- do not allow a Staff -to-Covered Individual ratio of less than one staff to three Covered Individuals in Community Activity based respite programs;
- do not allow a Staff-to-Covered Individual ratio of less than one staff to six Covered Individuals in Facility Based respite programsdo not include the travel

- time of the Service Provider to-and-from the location of service, unless the Covered Individual is present in the Provider's vehicle;
- cannot be provided by someone who resides in the same residence as the Covered Individual;
 - cannot be provided to the minor child by a parent of that minor child;
 - do not include time waiting to provide service;
 - cannot be provided to a Covered Individual living independently in the community;
 - cannot be used for routine purposes, such as childcare, adult daycare, etcetera or when the unpaid Caregiver is present or available to provide assistance and support to the Covered Individual.

Unit of Service: For hourly respite: 15 minute increments for a maximum of 10 hours
For daily respite 10.25 or more consecutive hours constitutes 1 day of respite.

Credentialing Requirement: Minimum of a High School Diploma or GED; experience with the target population providing similar services, Valid Texas Driver's License (if transportation is provided). Must also meet additional credentialing requirements if Facility-Based or Provider Home-based, in order to be approved by ATCMHMR