

SPECIAL SERVICE DEFINITION / STANDARD, FUNDING, & REPORTING INFORMATION RELATED TO THE PROVISION OF CAREGIVER SERVICES

Funds under the OAA Title III-E NFCSP may be used to provide the five categories of services authorized: 1) information about services; 2) assistance with access to services; 3) individual counseling, organization of support groups, and caregiver training; 4) respite care; and 5) supplemental services, on a limited basis. The category of supplemental services is designed to be on a limited basis. As a result, no more than twenty percent of the federal funding should be dedicated to this category.

NOTE: Funds from State TSR and State Escheat Respite may be used to fund some of the services in the NFCSP categories below. See the funding information under the **Caregiver Service Funding Information** below for more information on TSR and State Escheat Respite funding restrictions.

Caregiver Service Definition Information

Counseling – Counseling to caregivers to assist them in making decisions and solving problems relating to their caregiver roles. This includes counseling to individuals, support groups, and caregiver training (of individual caregivers and families).

Respite Care – Services which offer temporary, substitute supports or living arrangements for care recipients in order to provide a brief period of relief or rest for caregivers. Respite Care includes: (1) In-home respite (personal care, homemaker, and other in-home respite); (2) respite provided by attendance of the care recipient at a senior center or other nonresidential program; (3) institutional respite provided by placing the care recipient in an institutional setting such as a nursing home for a short period of time as a respite service to the caregiver; and (for grandparents caring for children) summer camps. If the specific service units purchased via a direct payment (cash or voucher) can be tracked or estimated, report those service unit hours. If not, a unit of service in a direct payment is one payment.

Supplemental Services - Services provided on a limited basis to complement the care provided by caregivers. Examples of supplemental services include, but are not limited to, home modifications, assistive technologies, emergency response systems, and incontinence supplies.

Information Services – A service for caregivers that provides the public and individuals with information on resources and services available to the individuals within their communities. [Note: Service units for information services are for activities directed to large audiences or current or potential caregivers such as disseminating publications, conducting media campaigns, and other similar activities.]

Access Assistance – A service that assists caregivers in obtaining access to the services and resources that are available within their communities. To the maximum extent practicable, it ensures that the individuals receive the services needed by establishing adequate follow-up procedures. [**Note** - Information and assistance to caregivers is an access service, i.e., a service that: (A) provides individuals with information on services available within the communities; (B) links individuals to the services and opportunities that are available within the communities; (C) to the maximum extent practicable, establishes adequate follow-up procedures. Internet web site “hits” are to be counted only if information is requested and supplied.]

Caregiver Service Standard Information

All NAPIS-reportable services must be provided in accordance with OSA Operating Standards for Service Programs, including services provided to caregivers as a form of respite care (e.g., home delivered meals, homemaker, chore, etc.). OSA will issue more detailed instructions on ensuring compliance of caregiver services with OSA Operating Standards in an updated version of this document.

Caregiver Service Funding Information

Special conditions apply to the to the delivery of Caregiver Services funded by federal Older Americans Act (OAA) Title III-B Supportive Services, OAA Title III-E National Family Caregiver Support Program [NFCSP], State Tobacco Settlement Respite [TSR], & State Escheat Respite [State Respite] Services).

The allowable services that may be funded vary according to the requirements / regulations associated with each fund source (i.e., federal OAA Title III-E, state TSR and State Respite). In general, adult day care and respite care services (all forms) may be provided under OAA Title III-B Supportive Services, Title III-E National Family Caregiver Support Program [NFCSP], State Tobacco Settlement Respite [TSR], & State Escheat Respite [State Respite] Services). Caregiver-related transportation services may be provided with TSR funds. Options for funding for other services for caregivers (e.g., defined supplemental services) vary according to fund source. OSA will publish a Transmittal Letter updating information on allowable services by fund source for FY 2005.

Caregiver Service NAPIS Reporting Information

Clients served under a registered caregiver service (see page 12 for a list of registered services) are to be reported in OSA's NAPIS software application based upon a completed NAPIS Client Registration Form. This follows current requirements for clients receiving NAPIS Cluster I and II registered services (see pages 8 and 9 for a list of Cluster I and II services). Units of service for registered caregiver services are to be reported at the client level. This follows the current requirement for reporting registered NAPIS Cluster I services. OSA will issue more detailed instructions of reporting units of service provided as respite care in an updated version of this document.

Client and service unit totals served under non-registered caregiver service (see page 13 for a list of non-registered services) are to be reported in the aggregate. There is no client registration requirement for non-registered services. This follows current requirements for client receiving NAPIS Cluster III non-registered services (see pages 9 through 11 for a list of Cluster III services).

NFCSP Home Delivered Meals - served as a respite service to a eligible caregiver are eligible to be counted for NSIP allocation if the meal(s): 1) meets the requirements of the OAA (Title III-C); 2) is served by an agency that has a grant or contract with the SUA or AAA; and 3) is served to an adult qualified for service under Title III of the OAA (i.e., care recipients, who are age 60 or older; caregivers who are age 60 or older, or caregivers, who are the spouse of the care recipient, regardless of age).

NOTE: If the caregiver is an adult who is under age 60 and is not the spouse of the care recipient, the meal served to the caregiver may be funded by Part E, but is not eligible to be reported as an NSIP eligible meal.