

Service Name	Respite Care
Service Number	C-26
Service Category	Caregiver
Service Definition	A service that provides a break to an unpaid caregiver caring for an older adult or to a kinship caregiver. Respite offers temporary, substitute supports and/or living arrangements for care recipients.
Unit of Service	Hour

Minimum Standards

1. That the care recipient is unable to perform at least two activities of daily living without substantial caregiver assistance, including verbal reminding, physical cueing, or supervision; or due to a cognitive or other mental impairment, the care recipient requires substantial supervision because the individual behaves in a manner that poses a serious health or safety hazard to the individual or to another individual.*
2. Respite care can include:
 - a. In home** – respite provided in the residence of the care recipient and allows the caregiver time to do other activities and/or rest
 - b. Out of home (day)- respite provided in a setting other than the care recipient’s residence such as a “caregiver’s day out”, or after school programs (kinship) during daytime hours
 - c. Out of home (overnight) – respite provided in a setting other than the care recipients residence, which may include a nursing home, assisted living, or summer camp (kinship) in which the care recipient resides in the facility overnight
3. Each program shall ensure that the skills and training of the respite care worker to be assigned coincides with the service plan of the caregiver. Service provided to the care recipient must be tailored to meet the specific needs of the care recipient. Services provided should consider the preferences of the care recipient and caregiver.
4. An emergency notification plan shall be developed for each care recipient, in conjunction with the care recipient’s primary caregiver.
5. Respite Care Vouchers may be used as a method of service provision. Each AAA shall develop internal policies and procedures as applicable.
6. If applicable, each respite program shall establish a written policy for administering medications and must designate which staff are trained and authorized to administer medications. The medication administration policy, which must include a medication training program, must be

approved by a registered nurse, physician, or pharmacist. Licensed nurses are required to oversee medications, but administering medications can be a delegated task performed by trained staff.

- a. Written consent from the care recipient, or care recipient's guardian, or designated representative, for assistance when taking medications
- b. Verification of medication regimen, including prescriptions and dosages
- c. Training and authority of staff to assist care recipient in taking medications
- d. Procedures for medication set up
- e. Secure storage of medications belonging to and brought in by care recipient
- f. Proper disposal of unused medications
- g. Instructions for entering medication information in care recipient files, including times and frequency of assistance

*This minimum standard applies only to caregivers of older adults. Not applicable to kinship caregivers.

** In home respite care may include chore, homemaking, home care assistance, home health aide, meal preparation and personal care services. When these services are provided as a form of respite care, staff must meet the training requirements of that respective service category.

OAA Reference: Section 373