North Dakota Lifespan Respite Care Grant: Emergency Respite Care Service

Effective March 1, 2019
North Dakota was awarded the Lifespan Respite Care Grant in 2017.

• The grant serves family caregivers regardless of the age of the care recipient.

• The North Dakota Respite Coalition has been formed to assist with the implementation of the grant.

• The grant award is $200,000.00.

• The length is three years and is in effect through August 31, 2020.
Lifespan Respite Care Grant: Goals

- Improve the well-being of families by:
  - Coordinating existing respite systems,
  - Expanding respite services
  - Providing education and training opportunities.
Lifespan Respite Care Grant: Objectives

- Increase awareness of existing respite services and resources for caregivers
- Streamline access to respite services through expanded use of the Aging & Disability Resource-Link (ADRL)
  https://carechoice.nd.assistguide.net/site/1/home.aspx
Welcome to the North Dakota Aging and Disability Resource-LINK

Where do I start? Call us toll free: 1-855-462-5465

We Can Help!
The Aging and Disability Resource-LINK (ADRL) connects people to services to help them maintain or improve their quality of life. Explore this site or contact the free and confidential ADRL to guide you to services and supports available in your community.

Contact Us Monday through Friday 8 a.m. - 5 p.m.
Toll Free 1-855-462-5465
ND Relay TTY 1-800-366-6688
carechoica@nd.gov
Am I a Caregiver?

If you provide assistance in daily activities for a relative or loved one such as:

- Personal Care
- Housework
- Transportation or running errands
- Meal preparation
- Medical care coordination
- And so much more

You may be one of the over 82,000 unpaid informal caregivers in North Dakota. Most people become a caregiver at some point in their life.

There may be a variety of services to support you in the important care you provide.

Where do I start? Call us toll free: 1-855-462-5465
Caregiver Support
The types of caregiver support you may need will vary over time. Below you will learn about some common terms and supports you might encounter in your caregiving journey.

Respite care:
• Is a brief beneficial break from caregiving
• Should be used frequently and early in your caregiving experience to avoid exhaustion, isolation, and the feeling of being overwhelmed
• Read the ABCs of Respite to learn more

Regional aging services program administrator (RASPA):
• Is a professional in your area employed by the Aging Services Division who is familiar with local supports and services for older adults and people with physical disabilities
• Can make home visits, meet you at a convenient location, or talk by phone to connect you to available services
• Call the ADRL at 1-855-462-5465 to connect with a RASPA

Options counseling:
• Helps guide people and their families through options in services and supports that match their needs
• Call the ADRL at 1-855-462-5465 to connect with a RASPA to schedule an options counseling visit

Family caregiver support program:
• Helps eligible caregivers address challenges related to providing 24-hour care
• Provides services including respite care, information about services and supports, training to assist caregivers to improve their caregiving skills, individual and family counseling, and other services to complement the care provided by caregivers

Qualified service provider (QSP):
• Is an individual independent contractor or agency that provides paid care for people in their homes or communities
• Find a QSP by searching HERE or calling the ADRL at 1-855-462-5465

Home and community based services (HCBS):
• Includes a variety of services and supports paid for by Federal, State, and local funding to allow people to stay in their homes
• Are administered by your local county social service office or through other community providers
• Considers a person’s functional ability and financial status to determine if the person qualifies for help
• Call the ADRL at 1-855-462-5465 to connect with services

Where do I start? Call us toll free: 1-855-462-5465
Get Connected

Where do I start? Call us toll free: 1-855-462-5465

Monday Through Friday 8 a.m. - 5 p.m.

Toll Free 1-855-462-5465

ND Relay TTY 1-800-366-6888
carechoice@nd.gov

County Social Service Office – Reach out to your county office to apply for state and federally funded HCBS. Click Here to find your local office contact information.

Qualified Service Provider (QSP) Database – To find a paid caregiver who can care for you or a loved one Click Here. Call the ADRL at 1-855-462-5465 if you would like assistance with the QSP Database.

Alzheimer’s Association – Provides care consultation through the Dementia Care Services Program to assist families in identifying needs, developing plans, finding resources and services, and obtaining education and ongoing support. Care consultation is available in person or over the phone. For information on the Dementia Care Services Program call the ADRL at 1-855-462-5465. For more information on Alzheimer’s disease and related dementias Click Here or call 1-800-272-3900.

AARP - Prepare to Care: A Planning Guide for Families can help you and other family members discuss and create a caregiving plan. Click Here to access the guide and other valuable information for caregivers.

Veteran’s Administration – Offers many caregiver support services such as respite, home health, and homemaker services. Click Here for more information or call 1-866-634-8367

Powerful Tools for Caregivers – Is a self-care education program that will provide you with tools and strategies to better handle the unique caregiver challenges you face. Click Here for more information.

Other helpful links

AARP
Administration for Community Living
Caregiver Action Network
Search Qualified Service Provider

Search Criteria

Provider Name: (Individual or Agency Name)
City:
State:
County:
Region:

Approved Services:
- Adult Day Care (ADC)
- Adult Foster Care (AFC)
- Adult Residential Service (ARS)
- Attendant Care (AC)
- Case Management - Assessment (CM-Assmt)
- Case Management - Other (CM-Other)
- Chore - Labor (Cr-Lbr)
- Chore - Snow Removal (Ch-SR)
- Emergency Response System (ERS)
- Emergency Response System - Mobile (ERS - Mobile)
- Emergency Response System Cell Phone Install (ERS Cell Instal)
- Emergency Response System Installation (ERS-Install)
- Emergency Response System- Cell Phone (ERS-Cell)
- Environmental Modification (Env-Mod)
- Extended Personal Care (Ex-PC)
- Family Caregiver Support Program - Respite Care (FCSP-RC)
- Higher Level Case Management - Assessment (HL-CM-Assmt)
- Higher Level Case Management - Other (HL-CM-Other)
- Home Delivered Meals (HDM)
- Homemaker Service (HMKR)
- Non Medical Transportation (Carrier-bus, taxi) (NMT-Bus)
- Non-Medical Transportation (Escort) (NMT-E)
- Non-Medical Transportation (Local Flat Rate -RT) (NMT-Local)
Lifespan Respite Care Grant: Objectives

• Explore opportunities and provide education and training on caregiving and respite care for all ages, particularly in rural and underserved areas:
  • As a result of the grant, Powerful Tools for Caregivers has been expanded and is offered at no cost throughout the state. This is an evidenced-based program and is provided under a contract with NDSU Extension. [https://www.ag.ndsu.edu/aging/family-caregivers](https://www.ag.ndsu.edu/aging/family-caregivers)

• Develop a voucher program to provide emergency respite services.
Lifespan Respite Grant: Outcomes

• Streamlined access to information regarding respite services and resources for caregivers.
• Improved quality of respite services.
• A plan for continued development and sustainability of the coordinated lifespan respite system.
Emergency Respite in North Dakota

- 43.5 million family caregivers nationwide have provided unpaid care to a child or adult in the past 12 months.

- The care that is provided ranges from basic supports (meal prep, transportation) to complex medical tasks (medication administration, tube feeding etc.).

- There currently is no and/or limited emergency respite programs for individuals caring for older adults and individuals with disabilities and few emergency respite resources for individuals caring for children with special needs.

Source: 2015 Report, Caregiving in US
Emergency Respite in North Dakota

- Respite care for the purposes of the Grant is temporary relief for caregivers from the ongoing responsibility of caring for an individual of any age with special needs.
- Respite is intended to strengthen the family system while protecting the health and well being of both the caregiver and the care recipient.
- Respite is a key component of long term care services.

Source: ACL Lifespan Respite -Grant to new states 2017 announcement
Emergency Respite in North Dakota

• Emergency respite for the purpose of the Lifespan Respite Care Grant is:
  • Any unplanned or unforeseen event or crisis which results in the immediate and unavoidable absence of the caregiver, or
  • There is a risk of institutional or higher-level placement of the care recipient if respite services are not provided.
Emergency Respite in North Dakota

- Emergency respite care services may result from but is not limited to:
  - Caregiver illness (physical, mental, emotional);
  - Caregiver death;
  - Caregiver hospitalization
  - Illness of a loved one;
  - Funeral/wake;
  - Substance use disorder;
  - Fire/weather damage to caregiver/care recipients’ home;
  - Caregiver/care recipient conflict;
  - Abuse/neglect prevention;
  - Risk of loss of employment
Lifespan Emergency Respite: Definitions

• Caregiver-Individuals over the age of 18, including family members and foster parents, providing unpaid care to adults regardless of age or the type of disability who need care to meet basic daily needs, or to children who require care beyond that required to meet their basic needs.

• Care Recipient-An adult regardless of age or type of disability who needs care or supervision to meet basic daily needs, or to children who require care or supervision beyond that required to meet their basic needs.

• Provider-An organization, facility, or individual which provides respite care services. A provider may be a family member.
Lifespan
Emergency
Respite:
Eligibility

- Meet definition of caregiver;
- Caregiver is experiencing an emergency and does not have access to other funding sources or is on a waiting list for available services;
- Lives with the care recipient or;
- If the primary caregiver does not live with the care recipient, they must be providing frequent on-site visits throughout the day which are essential to assure the care recipient is safe and healthy. Example: The care recipient would be unable to get out of bed, prepare a meal, etc., in the absence of the caregiver.
• Respite is capped at $1050.00 per caregiver/family per grant year (September 1 through August 31).

• Non-institutional respite care is capped at the daily swing-bed rate regardless of whether an overnight stay is included. (Currently $257.41 per day.)

• Providers must charge their usual and customary rate.

• Department of Human Services may grant approval to exceed the service cap if the caregiver/care recipient has special or unique circumstances.
Lifespan Emergency Respite: Referrals/Application

- Requests for emergency respite will only be accepted from agencies working with caregivers and care recipients.
- Aging Services will not accept requests directly from individuals, i.e. caregivers, care recipients, family, etc.
- Aging Services must pre-approve all emergency respite requests.
- The Lifespan Respite Care Grant Emergency Respite Care forms should be submitted to carechoice@nd.gov.
- Electronic signatures are allowed.
The agency requesting emergency respite services on behalf of the caregiver/care recipient shall:

- Submit an Application (SFN 548);
- Provide the caregiver/care recipient and their chosen provider with a copy of the Emergency Respite Care Service Standards;
- Submit a Provider Agreement (SFN 559) for each provider;
- Submit a Substitute IRS Form W-9 (SFN 53656) for each provider;
- Provide a Provider Service Log (SFN 546) to the provider;
- Provide a copy of the sample journal/worksheet to the provider.
When emergency respite is approved by Aging Services:

- Notify the caregiver that the request is approved and provide a copy of the Authorization (SFN 565);
- Notify the provider that the request is approved and provide a copy of the Authorization (SFN 565);
- Provide a copy of the approved Provider Agreement (SFN 559) to the provider.
Lifespan Emergency Respite: Referring Agency Procedure

When emergency respite is denied by Aging Services:
- Notify the caregiver/care recipient that the request is denied;
- Provide a copy of the Authorization (SFN 565);
- Notify the provider that the request is denied;
- Assist the caregiver in seeking other emergency respite care.
LIFESPAN RESPITE CARE GRANT

EMERGENCY RESPITE CARE FUNDS FLOWCHART

Need for emergency respite care is determined by the agency

Agency

Agency gives to provider

Agency sends to aging services

Aging services

Aging services

Agency if denied:

Notify caregiver/care recipient of denial

Agency if approved:

Complete provider service log

Provider

Aging services

Reviews provider service log

Complete provider service log

Submits to Department of Human Services (DHS) Fiscal Division for payment

Payment sent directly to the provider

Need for emergency respite care determined

Provider agreement SFN 559

Completed application SFN 548

Determines eligibility

Notify caregiver/care recipient of denial

Complete provider service log SFN 546

Submit provider service log SFN 546 to Aging Services for payment

Copy of the sample worksheet/journal

Copy of approved provider agreement SFN 559 to provider

Assist caregiver/care recipient in seeking other emergency respite care

Provide copy of authorization SFN 565 to caregiver/care recipient

Assist caregiver/care recipient in seeking other emergency respite care

Complete provider service log SFN 546 to provider

Negotiate provider agreement SFN 559 to provider

Copy of the emergency respite care service standards to caregiver/care recipient

Copy of the emergency respite care service standards

Copy of a provider service log SFN 546

Completed IRS substitute W-9 SFN 53656

Provide copy of authorization SFN 565 to caregiver/care recipient

Copy of the sample worksheet/journal

Provide copy of authorization SFN 565 to caregiver/care recipient

Negotiate provider agreement SFN 559 to provider

Completed IRS substitute W-9 SFN 53656

Copy of approved provider agreement SFN 559 to agency

return copy of approved provider agreement SFN 559 to agency

Return approved provider agreement SFN 559 to provider

Submit provider service log SFN 546 to Aging Services for payment

Complete provider service log SFN 546 to provider

Assist with finding a provider

Copy of a provider service log SFN 546

Completed IRS substitute W-9 SFN 53656

Provide copy of authorization SFN 565 to caregiver/care recipient

Negotiate provider agreement SFN 559 to provider

Completed provider service log SFN 546

Copy of the sample worksheet/journal

Copy of the emergency respite care service standards to caregiver/care recipient

Copy of the emergency respite care service standards

Copy of the sample worksheet/journal

Provide copy of designation SFN 559 to provider

Provide copy of provider agreement SFN 559 to agency

Provide copy of provider agreement SFN 559 to agency

Provide copy of provider agreement SFN 559 to agency
Lifespan Emergency Respite Care Grant: Emergency Respite Care Forms

- Lifespan Respite Care Grant Emergency Respite Care Application (SFN 548)
- Lifespan Respite Care Grant Emergency Respite Care Provider Agreement (SFN 559)
- Lifespan Respite Care Grant Authorization (SFN 565)
- Lifespan Respite Care Grant Provider Service Log (SFN 546)
- Substitute IRS Form W-9 (SFN 53656)
- Respite Care Services Journal/Worksheet Sample

- Forms should be submitted electronically to carechoice@nd.gov
- Electronic signatures are allowed
ND Lifespan Respite Care Grant: Contact Information

- carechoice@nd.gov
- 855-462-5465
- Department of Human Services
  Aging Services Division
  1237 W Divide Avenue-Suite 6
  Bismarck, ND 58501

Link to the Service Standards and forms will be available at
https://www.nd.gov/dhs/services/adultsaging/