

Responsibility Centre: Quality Services	POLICY SECTION Service Delivery	Sub -section: Family Support Options
Subject: Adult Respite Direct Funding		
Effective: October, 2006	Scope: Facilitators/Quality Service Analysts	Approval by: _____ CEO

1. Intent

- 1.1 To provide families with the option of receiving direct funding to purchase respite supports for an adult family member with a developmental disability living in the same household. Adult respite direct funding is intended to complement the range of supports and services available to a family.

2. Definitions

- 2.1 *Respite*: Refers to temporary supports and services provided outside an individual's home, i.e., in a care provider's home, respite bed or respite care residence OR within an individual's home to provide relief to primary caregivers.
- 2.2 *Direct Funding*: Refers to funding that is provided directly to the family to enable them to purchase the type of respite services and the care providers that best suit their needs.

3. Policy

- 3.1 Respite services are provided to support families in their role as primary caregivers to an adult family member with a developmental disability.
- 3.2 Individuals must be confirmed as eligible for CLBC services to receive adult respite direct funding.
- 3.3 Individuals who are in receipt of a third party settlement or award related to their disability are not eligible for adult respite direct funding.
- 3.4 Given the scope and amount of funding available under the direct funding option, families are not required to complete an 'Individual Support Plan'. However, in some situations, direct payment respite may be one element of a family's comprehensive plan.

- 3.5 Families may purchase services from family members living outside the adult's household with the exception of parents, children and spouses and committees. (See 'Payment to Family Members' Policy)
- 3.6 Respite funds are provided to pay only for expenditures related to respite as defined above. They are not to be used for other purposes such as medical or non-medical therapies, transportation, personal items, supplies or equipment for the individual or other costs.
- 3.7 Respite funds can be used to make payments directly to a care provider or to purchase services from an existing service provider or resource.
- 3.8 The maximum amount payable under this respite option is \$2,800/year/individual supported by CLBC and these funds are held in trust by the family on behalf of CLBC and for the benefit of the individual with a developmental disability.
- 3.9 Families must be capable of carrying out the financial administration responsibilities for adult respite direct funding.
- 3.10 Families are responsible for opening a separate bank account, selecting their own respite services; making direct payment to respite care providers; managing their respite funds; submitting expenditure records to CLBC; and assuming all related responsibilities.
- 3.11 Payments from the bank account must be by cheque wherever possible. Cash should only be used in circumstances where the payment is low value and the nature of the transaction is such that cash would typically be the common form of payment.
- 3.12 Families are responsible for determining whether employment legislation applies to their specific arrangements with caregivers; and for complying with the relevant administrative and financial requirements, including taxation, UIC, CPP, WCB and employment standards.
- 3.13 Families may share the costs of respite care with other families to maximize the effective and efficient use of respite funds.
- 3.14 Families are responsible for initiating contact with CLBC prior to the end of their current agreement to ensure ongoing funding is not interrupted.