

Emergency Respite 120210

Definition: Unplanned break for primary caretakers who are in challenging situations in which a trained provider, friend or family member assumes care giving and supervision of a child(ren) for a brief period of time. Service may be provided in or out of the natural home or on an hourly/daily basis. Temporary relief from parenting responsibilities is provided to avoid an abuse, neglect or abandonment situation or a placement disruption.

Target Population	Child Protective Services
Program Option	Family Preservation
Initial Authorization	92 days Unit = One hour 30 Units per 92 days Maximum 120 units (5 days) Registration Only
Maximum Total Authorizations Available	3
Admission Criteria	<ul style="list-style-type: none"> • CPS Family Functioning Assessment was initiated and indicated a safety plan was needed to maintain the child in the home. • DHHR worker, family and DHHR supervisor agree that the children can be maintained safely in the home. • DHHR worker, family and DHHR supervisor recommend this service. • Family has explored appropriate social support system members capable of providing service to the identified client.
Continuing Stay Criteria	<ul style="list-style-type: none"> • Parents/caretakers continue to display behaviors that were documented on the CPS Family Functioning Assessment that indicated the need for a safety plan. • DHHR worker, family and DHHR supervisor recommend the service continue. • Family has explored appropriate social support system members capable of providing service to the identified client. • Service continues to be needed to provide support to maintain consumer's placement as identified on the service plan. • Treatment plan identifies the current plan is for the child to remain in the identified home.

Discharge Criteria (Any element may result in discharge or transfer)	<ul style="list-style-type: none"> • Parent requests discharge. • Another service is warranted by change in the child's condition. • Service is not able to maintain safety in home environment, resulting in a change of placement. • No outlook for improvement with this level of service. • Service can now be provided through a community resource. • Family has developed a social support system capable of providing the service to the identified client.
Service Exclusions	<ul style="list-style-type: none"> • Excludes placement at Emergency Shelters for children not in custody. • Those receiving Waiver or ICF/MR services are not eligible for this service.
Clinical Exclusions	<ul style="list-style-type: none"> • Severity of child's issues precludes provision of services in this level of care. • The child can effectively and safely be treated at a lower level of care.
Documentation	<ul style="list-style-type: none"> • There must always be a permanent case record maintained in a manner consistent with applicable licensing regulations and agency record-keeping policies. • Case note that includes a summary of the intervention, client's response, relation to the service plan, location, duration, start/stop time, signature of the provider and his/her title or credentials. • A copy of the current safety plan must be present in the case record.

Additional Service Criteria:

Respite Provider Qualifications:

- Provider must be age eighteen (18) or older.
- Provider must have a high school diploma or GED.
- Provider must have a Criminal Investigation Bureau (CIB) background check meeting WV DHHR policy standards. See Appendix 1.
- An acceptable CIB and clear APS/CPS screen is completed. See Appendix 1.
- Current certification in CPR- documentation must include the name of the course, name of participant, the signature of the instructor and date of class. Unless otherwise specified by the instructor, certification will be valid for a one (1) year period.
- Current certification in First Aid- documentation of First Aid certification must include the course name, the name of participant, and the signature of the instructor and the date of class. Unless otherwise specified by the instructor, certification will be valid for a three (3) year period.
- Training indicating an overview of behavioral health conditions and developmental disabilities.
- Consumer Rights and Confidentiality Training.
- Recognition and Reporting Abuse and Neglect Training.
- Documentation Training.

Note: If the provider is a relative or non-custodial friend of the family, all credentialing and training requirements are waived except the CPS/APS screen. See Appendix 1.

For agencies, staff must be under supervision of an individual with a BSW or related four-year Bachelor's degree with a social work, psychologist or counseling license who has two years post college experience providing direct service to families

The delivery of all ASO Socially Necessary Services must occur within West Virginia borders unless specifically outlined on a currently valid DHHR service plan or written permission has been granted by DHHR.