

1912 RESPITE CARE	
Chapter: Services for Children, Youth, and Families	Section: Community-Based Services
	New Hampshire Division for Children, Youth and Families Policy Manual Policy Directive: 06-04 Effective Date: March 6, 2006 Scheduled Review Date:
	Approved:  Maggie Bishop, DCYF Director
Related Statute(s): RSA 169-B , RSA 169-C , RSA 169-D , RSA 170-G , and RSA 170-E Related Admin Rule(s): He-C 6355 Related Federal Regulation(s):	Related Form(s): Bridges' Screen(s) and Attachment(s):

DCYF recognizes the complexity and demands placed on parents and caregivers who provide continuous care to children and youth each day and believe in assisting them with support services, which may maintain or restore their child care strengths and abilities.

Purpose

To define the purchased service specifications for Respite Care.

Definitions

"Respite Care" means temporary relief of child care responsibilities for the parent or for the substitute care provider.

"Service Code" is RS.

"Service Unit" means one (1) day.

Policy

Service Population

- I. Respite Care is provided to children who:
 - A. Are open DCYF cases; and
 - B. Are living with parents or relatives; or
 - C. Are in out-of-home care settings.

Provider Qualifications

- I. The provider of Respite Care must be currently licensed as a foster family care provider by DCYF or by another child placing agency pursuant to RSA 170-E.

Service Provision Guidelines

- I. Respite care must be authorized by the CPSW or JPPO, based on a court order or a non-court agreement between DCYF and the family.
- II. Respite Care is authorized to:
 - A. Provide temporary relief to parents, relatives, or foster parents;

- B. Allow foster parents to take advantage of an overnight training or conference;
 - C. Allow foster parents to plan and have an extended vacation; or
 - D. Prevent placement disruption of a child.
- III. Foster parents may be authorized for a maximum of 14 days of Respite Care service per state fiscal year, July 1 through June 30, per child.
- IV. Parents may be authorized for a maximum of 30 days of Respite Care service per state fiscal year, July 1 through June 30, per child.
- V. Respite Care services for parents or relatives may not be authorized for more than 3 consecutive days.
- VI. The CPSW or JPPO must call the respite foster parent to arrange for service provision and to provide case information at the time of referral.
- VII. The CPSW or JPPO must involve the parents or relatives or the child in planning and making arrangements for the care of their child, including:
- A. Visits and contacts;
 - B. Medical information and authorization;
 - C. Work and emergency telephone numbers; and
 - D. Beginning and ending dates and times of respite care.

Payment Procedures:

- I. Respite Care must be authorized by the CPSW or JPPO via the "Service Authorization."
- II. Both the foster family care provider and the service provider may bill for the care of the child for the days in which the child receives Respite Care.

Practice Guidance

What is the Service Rate for this Service?

- Refer to [Item 2700 Rates](#) (Fiscal Management Chapter, Rates Section) for current rate.