



## INSTITUTIONAL RESPITE SERVICE SPECIFICATIONS

### 1.0 Definition

Institutional Respite Services enable a client to achieve optimal functioning of Activities of Daily Living (ADL), Instrumental Activities of Daily Living (IADL) and offer safety and supervision while providing the client's informal caregiver with a respite from caregiving duties or temporary emergency care in the absence of the caregiver.

### 2.0 Unit of Service

- 2.1 A unit of service is one day (24-hour period) of service to the client in the approved institution.
- 2.2 Cost of service exceeding 12 consecutive hours will be billed as one unit.
- 2.3 Cost of service less than 12 consecutive hours will be billed at one half the unit rate.
- 2.4 The number of units authorized in each service month may vary from one to several units.
- 2.5 The unit rate must include Administration, Supervision, Documentation time, as well as the cost of a semi-private room with a bed, meals and basic services (defined as laundry, assistance with bathing and medication supervision) and meals.
- 2.6 Supplemental charges may be instituted for special services with prior authorization.

### 3.0 Provider Agency Requirements

- 3.1 SourcePoint does not require the Provider to be a Medicare/Medicaid certified nursing facility.
- 3.2 The Provider must deliver services at any time in a **24-hour period, 7 days a week.**
- 3.3 Provider must be licensed by the state of Ohio Department of Health as a Nursing Home, Residential Care Home or Adult Care Facility and are under no sanctions by the licensing agent.
- 3.4 The Provider must provide at least 3 meals per day in accordance with paragraph (C) of rule 3701-17-18 of the Ohio Administrative Code, including special diets, as defined in rule 3701-17-01 (3) of the Administrative Code

#### 4.0 Training, Skill Testing and Continuing Education Criteria

The Provider must assure that all individuals providing the Respite services meet the training, testing and continuing education criteria and components as set forth by the state of Ohio Department of Health.

#### 5.0 Personnel and Supervision Criteria

The Provider must comply with all Personnel and Supervision Requirements as set forth by the state of Ohio Department of Health.

5.1 The Provider shall comply with the Ohio Administrative Code 3701-17-08 Personnel Requirements