

## **Endless Options Respite Review Information**

**Respite is defined by C.O.M.A.R. as a one to one, short term service, to provide care to the participant in the areas of activities of daily living while the participants' family is absent or needs relief. Each family is offered an allotment of respite hours. They expire if not used and all families do not have respite with Endless Options. Endless Options allows families, namely parents or guardians, to decide how their services will be used.**

**Endless Options allows the technician's whose families have access to respite hours to use service under the following circumstances:**

-A parent asks the technician to remain with a sick participant. On occasion, this can be done during the school day, or in lieu of a scheduled IISS session. **\*If services are provided during the school day, only respite care may be used.**

-Parents arrange with the technician for respite while they go out.

-Parents arrange with the technician to pick up the student and take them out in the community. Locations are agreed upon before the respite session.

-Parents arrange with the technician to pick up the participant and take them to and from an appointment and remain onsite during the appointment (We cannot provide any Waiver services during Medicaid/or private insurance funded services such as to see a doctor, speech pathologist, O.T, etc...).

-Parents arrange with the technician to stay at the clients' home overnight while they go away.

**Endless Options respite services are provided on an as needed basis, the technician may accept or decline to work the respite opportunity, and at no time are they expected to be available for on call respite service. If the technician chooses to accept the respite session they must complete the following tasks:**

-Gain knowledge of how many respite hours are available to the client via inquiry to the Endless Options office.

-If your client has less than 100 hour of (info. received via Endless Options text message) respite available, you have called the office between the hours of 9am and 5pm Monday through Friday, to confirm that there are hours available to be worked and to avoid working time for which you can't be reimbursed.

- If you are providing overnight respite services you are required to complete the ***Overnight Respite Checklist*** in preparation for this session. \*As the employer, and responsible party, Endless Options requires pertinent information before authorizing an overnight respite session. See attached document for details:

## Overnight Respite Checklist

Parent has to provide the name of a family member, who they have authorized to act on their behalf in making all medical and other emergency decisions in their absence and at least 3 means of contacting them in the event of an emergency.

Name of Emergency Contact Full Name: \_\_\_\_\_

Relation to the Student: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Person of Interest: \_\_\_\_\_

1. Parents must provide an itinerary of where they will be including the name, address and phone information for the establishment that they will be residing.

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2. As the respite technician you must review established routines that the child has around eating, hygiene and nighttime. This includes all phobias, fears or other rituals specific to their child which may cause undue stress or anxiety if not followed by the technician. Anything that is needed to be remembered has been written below:

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3. As the respite technician you must review how the child is to be provided for in their absence. Provisions to be discussed should center on meals, recreation or other established activities the child will be expected to participate in during the family's absence. Costs associated with these activities are the responsibility of the parents and monies must be left to offset those costs. Anything that is needed to be remembered has been written below:

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4. As the respite technician you must review the waiver limitations regarding watching other children in the home. Specifically that COMAR does not allow the respite technician to be responsible for other children. It is the responsibility of family to make arrangements for those children before departing on their trip.

\*\*\*\*These arrangements must be articulated to management of Endless Options prior to the parents departing on their trip via scan and email or text of this completed documented. Send the email to [phredyall@aol.com](mailto:phredyall@aol.com) or text 443-801-9501.