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| **Name:** |  | **Medicaid Number:** |

1. In-Home Respite will meet the support needs identified in the Plan of Services and Supports and **Activity Support Plan. Only the amount of In-Home Respite authorized in the Plan of Services and** Supports will be provided. If a change in the amount is needed, the Support Coordinator must be contacted.
2. In-Home Respite is to be provided in the home. The provider can take the person on short (1-2 hour) community outings to get out of the house for a short period, but community participation cannot be the purpose of the service.
3. In-Home Respite staff cannot be responsible for caring for others who may be in the home. In-Home Respite staff is only responsible for the person who is enrolled in the ID/DD Waiver. Also, the In-Home Nursing Respite staff person is not responsible for caring for pets.
4. If a scheduled In-Home Respite visit must be canceled (e.g. because of a doctor’s appointment, illness, going out of town, etc.), the provider must be notified as soon in advance of the cancellation as possible. Three (3) cancellations for which no notice is given will result in a review of the Plan of Services and Supports to determine if In-Home Respite is still necessary and appropriate.
5. In-Home Respite may be terminated according to the provisions in the ID/DD Waiver Enrollment Agreement.
6. If a decision is made to terminate In-Home Respite, notification will be sent as soon as possible. The Support Coordinator will assist in locating other service options, if available. There are established procedures for filing an appeal of the decision. The services will not change until the outcome of the appeal is determined. If termination of services is due to the environment or persons in the environment posing a risk to the In-Home Respite staff person, services might continue pending the outcome of the appeal.
7. Should any problems arise regarding the provision of In-Home Respite, the Support Coordinator is to be notified immediately.
8. In-Home Respite staff cannot provide medical treatment of any sort, as defined in the Mississippi Nurse Practice Act Rules and Regulations.
9. In-Home Respite staff cannot accompany anyone on a medical visit.
10. A relative may only provide up to 172 hours of In-Home Respite per month.
11. In-Home Respite providers cannot do personal errands or have interactions with their family and friends during the provision of services.

**The above information has been reviewed and the circumstances under which In-Home Respite can be provided are understood.**

**Person/Legal Representative Signature Agency Representative Signature/Credentials**

**Date Date**

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