

## Frequently Asked Questions – Respite Care

**Q. What does the process look like to have a home certified?**

**A. After a request of interest is received, a packet is mailed out with information regarding respite, background check forms, and application. Once the packet is received, background checks and references are immediately sent out. A home visit is scheduled with all members of the immediate household to get to know the applicants better along with a tour of the home to ensure the home is up to State Code. The time frame of the process is approximately a month, but could take longer.**

**Q. How is respite “reimbursed?”**

**A. As of December 2017, respites are now compensated in the form of Chamber Bucks. Respite Providers fill out a monthly Respite Log and submit to Tabitha Lecher at the end of each month. Upon receipt of the Respite Logs, the authorizations will be processed and Chamber Bucks will be available to pick up on the 15<sup>th</sup> of the month, or on the next business day if the 15<sup>th</sup> falls on a weekend or holiday. Chamber Bucks cannot be mailed, so providers need to come to the front desk at Human Services, show their ID to front desk staff and verify the contents of their envelope.**

**Q. How often can providers request respite?**

**A. Foster parents are allowed two days of respite per month. Supervisor approval is needed for more frequent respites or respites with extenuating circumstances.**

**Q. How does one request respite?**

**A. Contact Tabitha Lecher and discuss your respite need. She will assist in brainstorming appropriately matched providers for the need of the child or family you are working with.**