

INDIVIDUAL RESPITE

Question ID	Question Text
INRS-3	Does the program use the correct unit definition in reporting Individual Respite Services as proposed in DFTA RFP? Services can include agency-based home care? - One hour of individual service provided to caregivers.
INRS-4	Are procedures in place to respond to caregiver complaints regarding service delivery?
INRS-9	SAMPLE CLIENT FILE REVIEW: Randomly select four caregiver files from worker logs. Does the Caregiver Assessment or client file document that the caregiver is caring for an individual age 60 or older, has at least two ADL impairments or a cognitive disability, or that the grandparent caregiver is raising a grandchild age 18 or younger or has mental retardation or is developmentally disabled? Client #1_____ Client #2_____ Client #3_____ Client #4_____
INRS-10	Do reported units from a sample month match on-site documentation of units provided during same month? Procedure: -Add numbers on each worker log or program's form for individual documentation. -Add the totals on each worker log or program's form to obtain monthly total. -Compare monthly total with DFTA invoice.
INRS-11	Does the program document in the client's record when any or all services are terminated, including the reason for termination?