**Contactor Responsibilities**

**Caregiver respite services** offer temporary, substitute supports or living arrangements for the person the caregiver is supporting in order to provide a brief period of relief or rest for caregiver.

Agencies receiving these awards will administer a caregiver directed respite program for eligible caregivers. Caregivers will be able to choose home care, adult day services, short-term facility care or a combination of these. The contractor will partner with or purchase services from other providers or persons if necessary to allow these options**.**

1. The contractor will partner with or purchase services from other providers or persons if necessary to allow caregivers to choose home care, adult day services, short term facility care or a combination of these services.
2. Grant Manager will ensure that all clients enrolled are eligible for NFCSP funded respite services

In order to receive NFCSP funded respite clients must also meet these requirements.

* Caregiver is an adult age 18 or older
* Care recipient is age 60 or older with impairment in at least 2 activities of daily living or individuals of any age with Alzheimer's disease and related disorders with neurological and related brain dysfunction. Traumatic brain injury is not a related disorder.

1. Contractor will ensure that the NC Division of Aging and Adult Services (DAAS) Client Registration Form 101(CRF) is completed and signed by the caregiver at enrollment and updated annually. The registration form must also be updated and entered into Aging Resource Management System (ARMS) whenever there is a change in status.
2. Contractor will ensure that enrolled caregivers are informed about the consumer contributions policy, their client rights and their right to confidentiality.
3. Contractor will ensure that the client registration form and service units received per month are entered into the ARMS reporting system monthly.
4. Refer to specifications of funding document for additional information.

For Questions Contact:

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