



## SUPPORT AND ATTENDANT CARE Policy No. 112

### A. RESPITE AND ATTENDANT CARE REIMBURSEMENT

Pursuant to Idaho Code 67-6706, reimbursement for costs associated with respite care and attendant care services to Council members appointed as consumers and/or consumer representatives shall be allowed according to the following schedules and procedures.

1. ALLOWABLE COUNCIL ACTIVITIES: Reimbursement for respite and/or attendant service costs shall be only for the following Council associated activities:

- a. Regular Council meetings; or
- b. Council committee meetings when officially announced and set by the respective committee Chair and approved by the Council Chair; or
- c. Those activities associated with legislative, policy, project and advocacy meetings in which a Council member has specifically been authorized to provide testimony or educational/informational material to officials; or
- d. Conferences sponsored or recommended by the Governance Committee; or
- e. Other activities sponsored by the full Council.
- f. In the case of respite/attendant care, these costs shall only be allowed as applied to a family member with a developmental disability.

2. REIMBURSEMENT SCHEDULES: The following rates will serve as the basis upon which amounts for reimbursement shall be computed:

- a. Respite Care
  1. Shall be defined as those appropriate services necessary to provide for the care of a person with a physical or mental disability through temporary separation from his/her family, in or outside the home for short specified periods of time.
  2. Reimbursement shall be for reasonable actual costs, using Idaho Department of Health and Welfare respite care services wage and hour rates as a guide.

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b. Attendant or Personal Care

1. Shall be defined as those appropriate services necessary to aid a Council member in performing activities associated with mobility, transportation, grooming, bathing, eating, sleeping, etc., that typically are provided for the Council member at their own home.
2. Reimbursement shall be for reasonable actual costs, using prevailing personal care service or attendant care wage and hourly rates as a guide.

c. Existing Costs: This policy in no way is intended to supplant current services used by any Council member, but rather is intended to be a financial supplement for costs associated with attending Council functions.

1. Reimbursement. Costs for respite and attendant care shall be submitted via receipts or copies thereof identifying the date, provider, services rendered, unit costs and total cost. Requests may be made in the same manner as travel and meal reimbursements.
2. Administration. Respite/Attendant care reimbursement requests in excess of guideline rates will be reviewed by the Membership Committee and may be referred to the Membership Committee Chair and Executive Director for approval and payment.

## **B. SUPPORT PERSON'S CODE OF CONDUCT**

The Council shall seek to ensure that all Council members have the supports needed to fully and meaningfully participate in all Council meetings and activities. Support persons are expected to adhere to the Support Person's Code of Conduct. Anyone providing support to a Council member during a Council activity will be given a copy of the Support Person's Code of Conduct, and a Code of Conduct form to be signed by the support person and returned to Council staff before or at the beginning of the Council activity. Support persons will review and sign a new Code of Conduct form annually.