

IF - Respite

From Nov 3 2014, respite can now be used under Individualised Funding.

The purpose of respite is to support full-time carers of a person with a disability to have a temporary relief from care-giving, while providing the disabled person with a positive, meaningful and stimulating experience. Using Respite can help disabled people remain in their home and enhance the long term stability and sustainability of the family.

Current respite allocations as well as some carer support funding can be transferred into IF- Respite, however there are some requirements.

Who can get IF- Respite

- People who meet the Ministry of Health eligibility for Disability Support Services **and** who have been allocated Respite Services by the NASC
- People who have a Carer Support allocation **as well as** a Respite allocation

NB: people who only have Carer Support funding cannot transfer their funding over to IF-Respite.

What can IF - Respite be used for

IF - Respite can be used to purchase either planned or emergency respite services.

- In-home Respite: Respite is provided in the home that the disabled person normally resides in

- Out-of-home Respite – Host Family: Respite is provided by a Host Family in the Host Family's home.
- Out-of-home Respite – Facility: Respite is based in a facility that is a home-like environment. Eligible people usually access facility based Respite Services together in a group.
- Out-of-home Respite – Non-facility: Non-facility Respite is provided in a variety of settings involving the provision of a range of activities agreed between the support person or provider and the disabled person, with support of the NASC, Host Provider or family if required.

What can't IF-Respite be used for

- To supplement personal care or household management allocations
- To pay a family member who lives with the disabled person, or non-resident parent, guardian, spouse or partner to provide respite
- Other Ministry of Health funded Disability Support Services e.g. Day Services Services that are funded under other government agencies such as ACC, District Health Boards, Ministry of Social Development.

Who can provide Respite Services

- Host family
- Non MOH contracted organisation (e.g. a support person, camp or group activity)
- MOH contracted provider

How do I get IF- Respite

You will need to talk to your NASC. IF- Respite can only be allocated by the NASC.

If you are already getting respite as part of your funding package then you do not need another needs assessment, you can just ask your NASC to transfer it over to IF - Respite.

If you already use IF but do not currently get Respite, you would need to ask for a reassessment of your needs by your NASC.

Budgeting

The IF - Respite budget is additional to your normal IF budget and needs to be kept separate.

The Ministry of Health requires us to record Respite hours/units separately from Personal Care and Household Management hours/units.

The Manawanui Budget Tool has been amended to reflect these changes. However your Respite budget will not be added to your IF budget and will be kept as a separate worksheet.

You will also receive a separate statement from us for your respite hours.

Please remember that it is up to the IF Fund holder or Agent to track their IF - Respite budget.

Also IF - Respite can no longer be a tax free allowance for hours worked?

Documentation

You must record your respite hours separately from your IF hours on both timesheets and expense claim forms. We have amended our forms to reflect this.

Using Payroll

You must fill in any hours that your support person works for respite under the respite column on your timesheet. If you are using a different person to usual for respite, you must send us a new employee details form. If you are going to use your usual support person for respite but are going to pay them a different rate, you must also send us an employee change in details form specifying that it is for Respite only and what the pay rate will be.

If you do not record respite hours under 'respite' on your timesheet then it will be treated as IF and come out of your IF budget.

Self-Managing

You must note that the expense you are claiming is for respite on your expense claim form.

If you do not specify it is respite on your expense claim form then it will be treated as IF and come out of your IF budget.