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DATE: April 6, 2020 **NUMBER:** SRCP PI 2020-01

TYPE: Statewide Respite Program Instruction **SUPERSEDES:** None

SUBJECT: Statewide Respite Care Program (SRCP)
COVID 19 Admission Guidance **DISTRIBUTION CODE:** I a, b, d

EFFECTIVE: Immediately

APPLICABILITY: Statewide Respite Care Program Coordinators

BACKGROUND: The Governor has declared a State of Emergency due to COVID-19. This has resulted changes to business practices for State, County, and local offices, services, and businesses.

INSTRUCTION: New admissions:

- Only "provisional" approvals will be issued at this time. All provisional approvals will be reviewed by the Coordinator fully at a later date.
 - All applications shall be done via remote methods, including financial. The attached application form shall be used for all new admissions, other than emergencies (incapacitated caregiver) until the COVID-19 emergency is over, or otherwise directed by the Division.
- All provisional approvals shall be determined as "full" approval or denied upon submission and review of a complete application, following the standard admissions process, within 90 days of notice from the Division of the end of the COVID-19 emergency.
 - Any caregivers and care recipients who were provisionally approved, then found to be ineligible for the Program, shall be not be held responsible for repayment of services provided.
 - Sponsor Agencies which follow the provisional application process, and approve in good faith a caregiver/care recipient who are later found to be ineligible, shall not be held responsible for funds spent on services for that caregiver/care recipient.

Attachment

TZ/jr