

How it works...

The Family Support Respite Program is a reimbursement program, working in collaboration with the Office of Mental Health and the Office of Mental Retardation and Developmental Disabilities. The program is designed to help reimburse families living in Putnam County that are currently paying for skilled, trained and dependable sitters to come into their homes and assist with



their loved one's who have a developmental disability or mental health issue. The program can

The Respite Supervisor is just a short phone call away...able to answer any questions and direct any concerns you might have.

reimburse each family up to \$8.00 an hour, for a maximum of 20-22

hours a month. A sliding scale, designed by OMRDD, is used for determining the reimbursement rate. Families that wish to apply to the program need to meet OMRDD eligibility standards.



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Family Support Services Respite Program

Providing assistance for Putnam County families that are providing care for loved ones with developmental disabilities



**Tel: 845-278-7272
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The Office Work...

Throughout the month, families keep a record of important information, such as the dates, times and frequency the sitters are at their homes. Each family is provided with vouchers when they join the program, which correlates to each family's personal information. The families use these vouchers to record all necessary information, and when completed, it is sent over to the Respite Supervisor via mail or fax. The vouchers are due to the Respite Supervisor on the 3rd business day of the following month of



Any and all information that is provided on an individual is kept in confidential files by the Respite Supervisor. Each family has their own, private file that is kept secure in the Supervisor's office. No unauthorized persons will be able to access your personal information.

The department approves the voucher and billing, then creates and mails a check to the families for reimbursement. This entire process usually takes an average of 4 weeks.

service. This speedy return helps to insure that families are reimbursed as promptly as possible for services they have already paid for. The Respite Supervisor evaluates the vouchers, completes all necessary billing forms, and then submits them to PARC's finance department. The

Who's Eligible...

Age:

People of all ages are eligible for this program. Currently, we serve a range of individuals from a preschool age through adulthood, who have a disability and live at home with loved ones that receive reimbursement.

Disability:

Putnam ARC follows guidelines that have been established by the Office of Mental Retardation and Developmental Disabilities. These guidelines can be discussed with your Respite Coordinator over the phone or in person. All persons on the Medicaid Waiver are automatically eligible.

Location:

All families currently living in Putnam County are eligible.

Family Support Services Respite Program

Elizabeth Hurley
In Home ResHab/Respite Supervisor

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