

## The Purpose of Respite Care



The Army recognizes that caring for a Family member with moderate to severe special needs can be emotionally and physically challenging, especially with a unique military lifestyle. Through the Exceptional Family Member Program (EFMP), respite care is provided to eligible Families, for up to forty hours a month, to allow the primary care giver relief to address personal needs or the needs of other Family members. Respite allows the primary care giver time to rest and reenergize so that he or she can return to caring for their loved one.

### EFMP Rights & Responsibilities

**Report Changes in EFMP Status.** The EFMP enrollee will immediately notify the EFMP Coordinator, Medical Treatment Facility, and/or school on any changes that affect the status of the EFM.

**Re-enroll (if applicable).** Enrollment update is mandatory every three years.

**Contact the Installation EFMP Coordinator upon arrival.** Initial contact must be made with the Installation EFMP Coordinator at ACS to assist in identifying resources and services available to EFMP enrollees at the installation.

**Notify Installation EFMP Coordinator upon DEROS.** EFMP enrollees will immediately notify the Installation EFMP Coordinator at ACS once they receive orders transferring them to a new installation or any other location. This allows for the opportunity to coordinate resources and services available at the gaining installation or location.

**Privacy and Confidentiality.** Each EFMP enrollee is afforded reasonable privacy in regard to the services they receive, the Family Member's special need, and the extend of the Family Member's disability. The EFMP enrollee records are kept confidential.

**Medical Treatment.** EFMP enrollees will be allowed access to medical care from the Medical Treatment Facility or referred to the appropriate medical Facility for service in accordance with the Family Member's special need.

**Educational Services.** Department of Defense Dependent Schools (DoDDS), if applicable, will make reasonable accommodations for school age children identified as EFM. Those services may include but are not limited to school and classroom modification, Individual Educational Plans (IEP), special education services, and/or individual teaching methodologies. These services will coincide with the Public Law 105-17, Individual with Disabilities Educational Act (IDEA).

**Housing.** EFMP enrollees will have access to reasonable accommodations to their Family housing in support of the Exceptional Family Member. Those accommodations shall be in the form of renovations, access to the building and parking and anything else associated with quality of life for the EFMP enrollee. Off post requirements are looked at on a case-by-case basis due to the nature of contracts and leases with local laws, regulations and landlords.

**Public Facilities.** In accordance with PL 101-336, American with Disabilities Act of 1990, facilities that receive government funding will provide reasonable accommodations to individuals identified with disabilities.

**Information.** EFMP enrollees will be kept informed on issues that affect them and their status as EFMP enrollees.

**Transfer and Continuity of Services.** EFMP enrollees shall be afforded the opportunity to transfer and continue services upon their transition to any US military installation or other location to include all the services mentioned above.

### EXCEPTIONAL FAMILY MEMBER PROGRAM

2091 Kolekole Avenue  
Schofield Barracks, HI  
(808) 655-4ACS



217 Montgomery Drive  
Fort Shafter, HI  
(808) 438-4ACS

### STRATEGIC RESOURCES, INC. (SRI)

85 North East Loop, Suite 410  
San Antonio, TX 78216  
(210) 248-9702

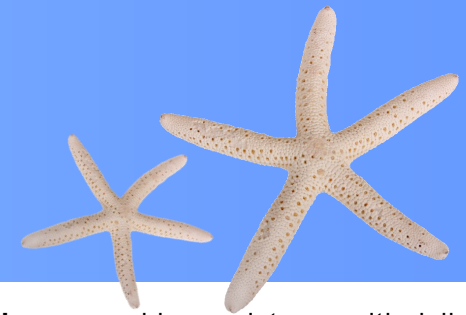


## Respite Care

Exceptional Family Member Program  
Army Community Service  
USAG-Hawaii



# Respite Care



## How to Apply

To be eligible for respite care, the Family member with special needs must be registered in the Exceptional Family Member Program (EFMP).

Initial required documents (available at Army Community Service (ACS) Exceptional Family Member Program offices):

- A completed, stamped, and signed DA Form 4700 — Medical Record-Supplemental Medical Data — by the physician who has medical knowledge of the Exceptional Family Member (EFM) with special needs
- A completed DA Form 5189 — Application for Respite Care for Children and Adults with Disabilities — also stamped by the physician completing the DA Form 4700
- A completed and signed DD Form 2870 — Authorization for Disclosure of Medical or Dental Information

Once completed, all three forms must be submitted to the ACS EFMP office. The forms will be reviewed by the Chief EFMP Physician to ensure medical criteria is met as established by Army Medical Command (MEDCOM).



If medical criteria is met, the family will be asked to complete a personal interview with the ACS EFMP staff and complete additional documents.

## The Review Process

The completed respite care application package will be reviewed by a respite care panel consisting of the EFMP Manager, the ACS Chief or appointee, an independent medical physician, and an Army Family Life Chaplain. The panel will provide recommendations as to level of care and total number of monthly respite care hours.

With the recommendations from the respite care panel, the Garrison Commander will have final approving authority on all respite care applications. Families will be notified telephonically and by postal mail as to the status of their application.

The entire process can take an average of **90 days** to complete. Once approved, respite care eligibility will be effective for one year. Families will be responsible for reapplying annually or their care will automatically be discontinued.

## Levels of Care Provided

Depending upon the eligible Exceptional Family Member's (EFM) needs, different levels of respite care is provided.

**Level I** care provides assistance with daily living tasks, such as bathing, feeding, toileting, and dressing, as well as provide supervision to ensure the safety of the EFM. The provider observes and supervises the EFM's activities and performs or requests emergency assistance as required.

**Level II** care provides the same assistance as Level I and will support additional needs so as to prevent retrogression in the EFM's learning while under the respite provider's care.

**Level III** care provides the same assistance as Level II care, as well as support the physical well being of an EFM with conditions such as, but not limited to, asthma, seizures, diabetes and those who need special assistance with food intake.

**Level IV** care provides the assistance as Level III and will assist with conditions such as severe continuous seizure activity, tube feeding, suctioning of tracheotomy, and other life threatening or chronic conditions requiring frequent hospitalization or treatment encounters which require extensive family involvement in care giving.

## Care Providers

ACS EFMP provides administrative support to the respite care program. Respite care providers are contracted through Strategic Resources, Inc. (SRI).

*... helping military Families manage the care of their loved ones.*