

Respite Care Family Guide

Frequently Asked Questions

- **What is the EFMP Respite Care Reimbursement Program?**
 - The program provides reimbursement for care for eligible EFMs.
- **Am I eligible for the Respite Care Program?**
 - HQMC EFMP uses the information from the DD2792, DD2792-1, and related documents to determine the Level of Need (LON) for EFMs on a scale of 1-4.
 - EFMs with a LON 3 or 4 are eligible for the Respite Program.
 - EFMP records for each enrolled EFM in the family must be current.
- **How do I enroll in the Respite Care Program?**
 - Reach out to your local EFMP office or Family Case Worker to complete the enrollment forms.
- **How many hours of reimbursement do I get each month?**
 - EFMs with a Level of Need (LON) 3 rating receive a maximum of 20 hours of reimbursement per month.
 - EFMs with a Level of Need (LON) 4 rating receive a maximum of 32 hours of reimbursement per month.
- **Will EFMP provide me with a Respite Provider?**
 - Each family is responsible for locating, interviewing, and hiring their own provider. Families are encouraged to find providers through their local connections, in-home care agencies, online sites like Care.Com, or through their existing nursing or therapeutic providers.
- **What type of qualifications does my Respite Care Provider need?**
 - LON 3: Provider certifications shall be appropriate to the care requirements of the EFM. Examples are Certified Nursing Assistants (CNAs), Certified Home Health Aides (HHAs), or Registered Behavioral Technicians/Interventionists (RBT/RBI). At minimum, an LON 3 provider must be over the age of 18, have a current Driver's License, and have current CPR and first aid certifications.
 - LON 4: Provider licensure shall be appropriate to the care requirements of the EFM. Examples are Registered Nurses (RNs), Licensed Vocational Nurses (LVNs), Board Certified Behavior Analysts (BCBAs), or Board Certified Assistant Behavior Analysts (BCaBAs).

EFMP **Exceptional Family Member Program**

- **Who pays the Respite Care Provider?**
 - You are responsible for paying the Respite Care Provider up front.
- **How do I receive reimbursement?**
 - To collect reimbursement, you will complete a monthly Respite Reimbursement Log and submit it to your EFMP office NLT 60 days after the last date of care was provided for any given month. Each Log must be submitted with a receipt from the provider verifying that they received payment.
 - Your reimbursement will be disbursed via direct deposit through DFAS.
- **Can I use a family member as my Respite Care Provider?**
 - You can use any person as your Respite Care Provider if they have the appropriate credentials.
- **Can I use a non-credentialed care provider?**
 - To use a non-credentialed provider, or a provider with a lower licensure than required for your EFM's level of need, you can apply for an Exception to Policy (EtP).
 - Speak to your EFMP Case Worker if you have questions about applying for an EtP.
 - EtPs must be endorsed by the Command prior to being routed to HQMC EFMP.
- **How much do I pay the Respite Care Provider?**
 - The cost of services is negotiated between you and the Respite Care Provider.
- **What if the Respite Care Provider charges more than the reimbursement rate?**
 - The EFMP is approved to reimburse up to a specific dollar amount. Anything over that amount comes out of your pocket.
- **What do I do if my banking information changes?**
 - Contact your installation EFMP office to complete an updated ACH form so that your reimbursement payment is deposited into the correct account.
- **Can I use more than one Respite Care Provider?**
 - Yes. Each provider must have the appropriate credentials/licensure or be an approved provider through an EtP. You must complete a separate Reimbursement Log for each Respite Care Provider, for each month.

EFMP **Exceptional Family Member Program**

- **May I request an Exception to Policy (EtP) because of hardship(s) when ineligible to receive Respite Care?**
 - Yes. You may request an EtP whenever there is an unforeseen hardship.
 - Speak to your EFMP Case Worker if you have questions about applying for an EtP. EtPs must be endorsed by the Command prior to being routed to HQMC EFMP.
- **Can my other child/children be cared for by my EFM's Respite Care Provider?**
 - It is up to your Respite Care Provider.
 - Reimbursement for any non-eligible child/children in the household is not provided. Additional costs charged by your provider are your responsibility.
- **Do I have to claim respite on my taxes?**
 - Respite Care Reimbursement is not typically considered taxable income. However, the sponsors who participate in the Respite Care Reimbursement Program may incur tax liability as a household employer.
 - Consult a tax professional.
 - Contact base legal.
 - EFMP staff cannot provide any additional advice or guidance regarding potential tax liability.

If you have any other questions about the EFMP Respite Care Reimbursement Program, contact your assigned EFMP Case Worker.

Camp Pendleton EFMP

(760) 725-5363

mccsPENDLETONefmp@usmc.mil