



DEPARTMENT OF ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

## Arizona Family Caregiver Reimbursement Program



## Frequently Asked Questions (FAQ)



Arizona Caregiver Coalition

— Serving the Needs of Arizona Caregivers —

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## General Information

### Does this program provide financial assistance to provide care for my family member?

No, the program reimburses family caregivers who pay upfront for the cost of home modifications or purchasing/leasing assistive care technology for their qualified family member.

### Who is considered a family caregiver?

Any immediate family member who is caring for a loved one who is currently caring for an older adult, an individual living with a chronic illness or disease, and an individual living with a disability. Family caregivers can be a spouse, child, parent, in-law, stepchild, grandchild, grandparent, siblings or other relatives' caregivers including aunts and uncles.

### How do I know if I qualify for the program?

The family caregiver must provide a copy of:

- **Receipt(s):**  
The family caregiver pays upfront (*on or after January 1, 2021*) for the cost of home modifications or purchasing/leasing assistive care technology. Receipts may be saved up throughout the year and submitted with ONE application.
- **Income:** Provide proof of income for family caregiver **AND** qualifying family member:
  - a. Income taxes
  - b. Social Security Income (SSI) award
  - c. Pay stub
  - d. Veteran Award Letter
  - e. Any public benefit award letter (TANF, SNAP, etc.)
    - Total **combined** income for family caregiver and qualified family member's income **must not exceed:**  
\$75,000/year in total income  
(Caregiver + Qualified Family Member = total income)
    - or
    - As a couple, earn less than \$150,000/year in total income  
((caregiver + spouse) + qualified family member = total income)).
- **Age:** Be 18 years or older. Provide any one of the following for family caregiver **AND** qualifying family member:
  - a. Arizona driver's license
  - b. ID card (with date of birth)
  - c. Birth certificate
- **Arizona Residency:** Family caregiver and qualified family member must be Arizona residents, provide one of the following for each person:
  - a. Arizona driver's license or identification card

- b. Arizona Voter Registration card
- c. Current utility bill
- **Completed W-9:**  
Included with the application and required for a check to be issued to the family caregiver. Please refer to the W-9 Instructions Page. W-9 Forms that are incorrectly filled out will not be accepted and could potentially delay processing of the application.
- **Signed Medical Need Verification Form**  
The form must be signed by a Physician, Nurse Practitioner (NP) or Physician's Assistant (PA) to validate assistance with one (1) or more activities of daily living requirement. The qualified family member must:
  - a. **Require assistance with one (1) or more activities of daily living** (toileting, bathing, dressing, grooming, eating, mobility, or transferring).
  - b. **Be 18 years or older.**

### **Is this program for older adults only?**

No, family caregivers who care for an adult 18 years or older can apply for the program.

### **When does the program start?**

January 1, 2021.

## **Program Qualifications**

### **Does the qualified family member have to live in the caregivers' home to qualify?**

No. However, if the reimbursement request is intended for a home modification, the alterations must be made to the caregivers' home, not the qualified family members' home.

### **There is a gross income requirement for the family caregiver and qualified family member combined. The qualified family member and I together make more than \$75,000 per year in gross income, do I qualify?**

Unfortunately, no.

### **There is a gross income requirement for the family caregiver and qualified family member combined. My spouse and I file our taxes together and combined with the qualified family member, we make more than \$150,000 per year in gross income, do we qualify?**

Unfortunately, no.

### **If I modified my home or purchased/leased assistive care technology for my family member in 2020 or earlier, do I qualify?**

No, the modifications and purchases must be in the same year as the application for reimbursement and the program starts on January 1, 2021.

## **I'm caring for my child who requires my home to be modified and/or needs assistive care technology, do I qualify?**

Yes, if the following criteria are met:

- 1) Your child is 18 years or older.
- 2) Your adult child requires assistance with one (1) or more activities of daily living (toileting, bathing, dressing, grooming, eating, mobility, or transferring). With the application, you will submit the Medical Need Verification Form (provided) that needs to be signed by a Physician, Nurse Practitioner (NP) or Physician's Assistant (PA).
- 3) You earn \$75,000/year or less or as a couple, earn less than \$150,000/year and provide proof of income with a copy of one of the following: income taxes, Social Security Income (SSI) award, pay stub, Veteran Award Letter **or** any public benefit award letter (TANF, SNAP, etc.)
- 4) You provide receipts for home modifications and/or assistive care technology.
- 5) You provide proof of your age **and** your qualified family members age with copies of your Arizona driver's license **or** ID card (with birthdate) **or** birth certificate.
- 6) You provide proof of Arizona residency with a copy of your Arizona driver's license, Arizona Voter Registration Card **or** utility bill.

## **If there are more than one person receiving care in my home, do they need to apply separately?**

No, the option to include more than one qualified family member on the application is provided on the application. All required documents including residency and income must be included for each qualifying family member. NOTE: Each qualifying family must have a Medical Need Verification Form.

## **What is considered a home modification?**

Improving or altering the family caregiver's primary residence involves making changes to the livable spaces accessible to your family member to be safe and independent.

Examples include, but **not limited** to:

- Widening of doorways
- Ramps/low inclined walkways
- Stair lift
- Adaptive switches
- One-bathroom environment
  - (roll-in/curb-less) accessible shower
  - roll-under sink
  - high rise toilet with handrails
  - handrails and grab bars in accessible shower

## What is considered assistive care technology?

Examples include, but **not limited** to:

- Hearing aids (may be for family caregiver to ease communication challenges)
- Eating: adaptive utensils, dentures
- Transferring: Hoyer lift, gait belt
- Toileting; bedside commode
- Bathing: shower chair/bench, handheld shower head
- Vehicle wheelchair lift
- Dressing assistance; buttoning aid hook, long reach comfort wipe
- Mobility: Bed handles, wheelchairs, scooters (batteries), walkers, canes
- Communication devices; voice recognition programs, screen readers, screen enlargement applications
- Monitoring systems: medical alert devices, in-home cameras, auto fall detection devices connected to cellphones/mobile phones, movement/call buttons, personal alarms – pressure alarms for w/c or beds
- Computer software and hardware: voice recognition programs, screen readers, and screen enlargement applications
- May include skin barrier creams, mattress liners, under pads, adult briefs, wipes, gloves, medication crushers/cutters, thermometers, blood pressure cuffs, etc.

## When I apply for the program, can I submit receipts for home modifications **AND** assistive care technology for reimbursement?

Yes.

## Application Process

### If a family caregiver is receiving services, can they still apply for the program?

Yes, the program is to provide reimbursement for home modifications and purchasing/leasing assistive care technology.

### How do I get an application to apply?

Contact the Arizona Caregiver Coalition's Caregiver Resource Line at (888) 737-7494 or by email at [CRL@azcaregiver.org](mailto:CRL@azcaregiver.org). You will need to pass pre-screening questions and then a Caregiver Resource Specialist will email or mail you the application package. NOTE: December 23 is the last day to request an application by mail.



## **When is the deadline to apply?**

December 31, 2021. ALL required documents must be postmarked, emailed, scanned or faxed on or before December 31, 2021. **No exceptions.** Note: December 23 is the last day to request an application by mail.

## **How do I submit my documents to the Arizona Caregiver Coalition?**

There are three options to submit your application information.

- 1) Scan the requested documents and email to [CRL@AZcaregiver.org](mailto:CRL@AZcaregiver.org)
- 2) Fax to 888-288-6293
- 3) Mail to Arizona Caregiver Coalition P. O. Box 21623 Phoenix, AZ 85036

## **When will I hear back about my application?**

Once your application has been received, you will receive a response within 90 days.

## **After I receive my reimbursement, is there anything else I should do?**

You will be contacted within six (6) weeks of submitting your application as a follow up about the ability to keep the qualified family member at home.

## **Can I apply again if I've been denied?**

Yes, although family caregivers are not eligible to apply for the grant again for three (3) consecutive calendar years.

## **Can I apply again if I received a reimbursement in 2020?**

Unfortunately, no. You cannot reapply for three (3) consecutive calendar years.

## **What is a 1099 form?**

An Internal Revenue Service (IRS) form.

## **Why will I receive a 1099 form?**

If the reimbursement amount is \$600 or more, it is considered a form of payment. The Arizona Department of Economic Security (DES) is required to send a 1099 form to the family caregiver as the reimbursement is taxable income.

## **What do I have to do with the 1099 form?**

Include the 1099 when filing your annual taxes.

## **More Questions**

### **What if I have more questions?**

Please contact a Caregiver Resource Specialist at (888) 737-7494 or email at [CRL@AZcaregiver.org](mailto:CRL@AZcaregiver.org).



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