



## DEPARTMENT OF ECONOMIC SECURITY

*Your Partner For A Stronger Arizona*

### DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

## CLARIFICATION OF APPROPRIATE USE OF RESPITE SERVICES AMPM 310B AND 1250-D

Target Audience - Qualified Vendors and Providers

Transmittal Date - 04/18/2024

This communication is being sent to all DDD Qualified Vendors to alert them to a concern that has come to the attention of AHCCCS regarding the misuse of Respite services as defined in both AMPM 310-B and 1250-D. It has been reported to AHCCCS that instead of delivering Respite to provide relief to a primary caregiver, some providers are prescribing respite hours to members solely for relief, reflection and relaxation. AHCCCS policy and Section 1115 Demonstration Waiver outline the circumstances and limitations of respite and require that all providers follow these guidelines. DDD prior authorizes all Respite services and requires that they are delivered as outlined in the following policies:

- [AHCCCS Policy AMPM 1250-D](#): Respite Care is provided as an interval of rest and/or relief to a **family member or other individual caring for an ALTCS member**. Respite Care may be provided by a respite provider coming to the member's home, or by admitting the member to a licensed institutional facility or an approved Alternative HCBS setting for the respite period. Respite care may only be delivered as specified in the member's Person-Centered Service Plan and requires prior authorization by the case manager.
- [DDD 1250 D Respite](#): This service provides short-term care to relieve caregivers. Members who are cared for by Respite providers must be eligible for support and services through the Division. Respite providers may be required to be available on a 24-hour basis. Respite services are intended to relieve caregivers temporarily. Respite services are not intended as a permanent solution for placement or care. The number of hours authorized for Respite services must be used for Respite services and cannot be transferred to another service.
- [Provider Manual Policy 43-Respite Provided at Camp to Division Members](#): This policy permits planning teams to assess the need for Respite to provide a break to primary caregivers through members attending a camp.

DDD is sending this clarification to all providers that are able to bill S5150 and/or S5151 to ensure that respite hours are only being used as specified in AMPM 310-B and 1250-D.