

Respite Services

Policy:

At the time of discharge from the program, residents and other stakeholders are educated about the availability of respite care services. The following will be completed to ensure a smooth transition for the respite resident and their guardian.

Procedures:

1. Lighthouse Intake personnel will arrange for the provision of respite services with the home manager of the building where the resident will be staying. The home manager will contact the guardian and gather all pertinent information regarding the respite stay. The home manager will act as the case manager in gathering the relevant information and scheduling respite care dates according to the home availability.
2. If respite resident needs any adaptive equipment, and assistive technology that is specialized to the individual, it is required that they bring the necessary devices with them.
3. Emergency Contact information will be gathered before their admission along with all the required respite consents.
4. Homemanager will gather all information on daily routines, and special instructions regarding any specific needs or instructions for specific health care procedures to meet the the individual's needs before their admission for their respite stay.
5. The respite client will bring all medications that are prescribed for them in their original packing to ensure administration times and doses meet the prescription requirements.
6. Any new or pertinent health/ medical concerns information, as well as medical history will be provided by the resident and/or guardian prior to the respite stay.
7. Finance, clerical and nursing personnel will be apprised of the respite stay to ensure that all billing, communications, and medical needs are coordinated.

Created: 04/09/2018 mh

Reviewed:07/26/2023