DEPARTMENT OF COMMUNITY SERVICES

Disability Support Program

Direct + Enhanced Family Support For Children Program Policy

Effective: March 2016

Direct Family Support for Children Policy
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1.0 POLICY STATEMENT

1.1 Direct Family Support for Children (DFSC) and Enhanced Family Support for Children (EFSC) provides funding to enable families to support their child with a disability at home. An enhanced funding component may be available for children and families who meet EFSC eligibility criteria.

1.2 The purpose of DFSC and EFSC is to support and maintain the integrity of families of eligible children and to:

a) support children with disabilities to live at home;
b) maximize family supports and community participation; and
c) prevent or delay the need for an out of home placement.

1.3 DFSC and EFSC provide funding for the purchase of respite services to assist with scheduled breaks for family care givers.

1.4 EFSC provides funding to assist families to support their child at home when their child's care and support needs are considered extremely challenging and they require comprehensive, highly structured and skilled forms of support and intervention. This funding assists families to hire support workers who have specialized training, education or experience related to the needs of the child.

1.5 DFSC and EFSC do not provide funding for fulltime 24/7 in-home support, or compensation to caregivers for supporting their child with a disability, or replace public school or early intervention programs.

1.6 DFSC and EFSC recognizes that families have a responsibility to provide basic needs for their children. In addition to respite funding a child may be entitled to receive funding for assessed needs associated with their disability.

1.7 This Policy replaces the Direct Family Support Policy (last revised June 1, 2015) and the Enhanced Family Support for Children Policy (December 2012).

2.0 POLICY OBJECTIVE

To describe the DFSC/EFSC programs and enable the consistent application of the DFSC/ EFSC Program Policy in determining initial and ongoing eligibility.

3.0 DEFINITIONS

3.1 **Activities of Daily Living**
A person's basic, routine personal care activities that are essential to their self- care. This includes activities such as bathing and dressing, toileting and grooming, and eating.

3.2 **Applicant**
A person with a disability, who applies for financial assistance and supports from the Disability Support Program (DSP).

3.3 **Assessment**

A process of collecting information using a consistent methodology in order to determine an applicant/participant's eligibility for supports from the DSP. Assessment identifies the applicant/participant's needs, and assists DSP staff in making informed decisions around what supports can best meet their needs. This is the foundation for basing decisions related to the provision of supports and services.

3.4 **Assessed Needs**

An applicant/participant's need for supports as identified through a functional assessment.

3.5 **Assistance**

The provision of money, goods and services to a DSP participant.

3.6 **Basic Needs**

Items of basic requirement: food, clothing, shelter, fuel, utilities, household supplies and personal requirement that families have a responsibility to provide for their children.

3.7 **Care Coordinator**

A Department of Community Services, DSP employee responsible for financial and functional assessments, case planning and case management.

3.8 **Casework Supervisor**

A Department of Community Services (DCS), DSP employee responsible for overseeing the work and decisions made by a Care Coordinator, and other assigned duties.

3.9 **Direct Family Support Program Coordinator**

Provincial program coordinator for the DSP Program.

3.10 **Direct Family Support Program for Children Income Guidelines**

Considers a family's size and annual net income to determine financial eligibility and features a sliding scale for monthly family contributions.

3.11 **Disability**

The following restrictions or impairments that result in a reduced ability to perform an activity within the range considered typical for child of the same age or gender:

a) the child has been diagnosed by an approved clinician as having a mild or moderate intellectual developmental disability with a significant behavioral challenge that has been documented within the last two years;

b) the child has been diagnosed by an approved clinician as having a severe intellectual developmental disability that has been documented within the last two years;

c) the child has been diagnosed by an approved clinician as having a significant physical disability with ongoing functional limitations that are a result of the disability and which seriously limits their capacity to perform age appropriate

activities of daily living; or

d) the child has been diagnosed by an approved clinician as having a dual diagnosis consisting of any of the above.

3.12 **Disability Support Program Specialist**
A Department of Community Services, DSP employee responsible for regional delivery of DSP Programs.

3.13 **Eligibility**
The determination of whether an applicant/participant or family meets the DSP criteria to receive DSP assistance.

3.14 **Functional Assessment**
The determination of a child's support needs in the area of activities of daily living and instrumental activities of daily living, as well as their level of physical and social functioning, as assessed by a Care Coordinator.

The information gathered for purposes of the assessment comes from a variety of sources including the child, their family and supports, direct observation and collateral contacts. The assessment yields a clear and complete profile of a child's strengths, and assists in identifying their goals and support needs.

3.15 **Independent / Independence**
The degree to which children are able to manage their own personal care activities, home and/or community activities.

3.16 **Instrumental Activities of Daily Living (IADL)**
More complex functions than basic self-care activities of daily living. IADLs include using the telephone, making and keeping appointments, handling money, budgeting, managing medication, shopping, using transportation, moving about in the community, maintaining a household, working, preparing meals, laundry, housekeeping, working, and participating in leisure and recreational activities.

3.17 **Intellectual Developmental Disability**
A disorder that includes an intellectual deficit which creates difficulties in functioning in two or more activities of daily living and/or instrumental activities of daily living within the range considered typical for a person of the same age and gender, which occurs prior to the age of 18 years. Each of these criteria must be present:

a) Deficits in mental abilities such as reasoning, problem solving, planning, abstract thinking, judgment, academic learning, and learning from experience. An intelligence quotient (IQ) below the population mean, which is typically an IQ score of approximately 70. There are four levels of intellectual disability:

1. Mild: IQ of 50 to 70;
2. Moderate: IQ of 39 to 55;
3. Severe: IQ of 20 to 40; and
4. Profound: IQ of 20 to 25.

A learning disability is not the same as an Intellectual Developmental Disability as average or above average intellectual functioning is required for a learning disability; and

b) Impairments in functioning within two or more aspects of activities of daily living or instrumental activities of daily living for example, communication, social participation, functioning at school or at work, or personal independence at home or in community settings; and

c) Onset before the age of 18 years.

3.18 **Medical Equipment**
Includes prosthetic appliances and other types of equipment (e.g. walkers, crutches) recommended by a health care practitioner.

3.19 **Participant**
A child with a disability who has undergone a financial and functional assessment, is determined eligible for the DFSC or EFSC Program, and receives supports and services offered through the DSP Program.

3.20 **Physical Disability**
A long-term, chronic and persistent physical limitation that creates significant difficulties in functioning in two or more aspects of activities of daily living or instrumental activities of daily living within the range considered typical for someone of the same age or gender. The physical disability substantially limits functional independence and results in the child requiring ongoing support and skill development.

3.21 **Reassessment**
Reassessment confirms a child's needs and level of support or care requirements. Reassessments are performed in response to changes in a child's circumstances and may identify changes in their support needs and program resource requirements.

3.22 **Respite**
Relief provided to the parent, family, or guardian of a DSP Program participant, for a specific period of time.

3.23 **Special Needs**
Items and services of special requirement that are related to the child's disability that are set out by the DSP policy and are not basic needs (as defined).

3.24 **Transfer**
Transfers between DSP Program support options.

3.25 **Transition**
Discharge from a DSP Program support option.

3.26 For additional policy definitions refer to the DSP Glossary of Terms.

4.0 DFS PROGRAM OPTIONS

4.1 DFSC Funding

4.1.1 DFSC Program provides funding for the purchase of respite services to assist with scheduled breaks for family care givers.

4.1.2 Participants in the DFSC Program must meet all the general eligibility criteria outlined in section 5.1.1

4.2 EFSC Funding

4.2.1 The EFSC Program assists families to support their child at home when their child's care and support needs are considered extremely challenging and they require comprehensive, highly structured and skilled forms of support and intervention. With this funding, families can hire support workers who have specialized training, education or experience related to the needs of the child.

4.2.2 Applicants to the EFSC Program must meet all the general eligibility criteria outlined in section 5.1.1 and the EFSC eligibility criteria outlined in section 5.3.1.

5.0 ELIGIBILITY CRITERIA

5.1. In addition to meeting the general eligibility criteria (section 5.1.1), eligibility is determined based on a functional and financial assessment process.

5.2 The Care Coordinator conducts a functional assessment using a standardized Support Assessment Tool (SAT) to identify the level of support the child and their family requires and facilitates the completion of a Special Needs Agreement signed by the child's parents.

5.3 The Care Coordinator also conducts a financial assessment that is based on the family size and net income (see DFSC Program Income Guidelines).

5.4 An eligible child and their family whose funding needs exceed the maximum $2200 per month available through DFSC may be eligible for funding under EFSC based on meeting additional eligibility criteria (see section 5.3.1).

5.1.1. General Eligibility Criteria

To be eligible for the DFSC or EFSC the child and family must meet the following criteria:

a) the family and child are permanent residents of Nova Scotia;

b) the family and child are lawfully entitled to be in or to remain in Canada;

c) the child is under 19 years of age;

d) the child is living in the home of a family member/guardian;

e) the child has been diagnosed by an approved clinician with a disability as defined as:
   i) a mild or moderate intellectual developmental disability (see section 3.17) with a significant behavioural challenge that has been documented within the last two years; or
   ii) a severe intellectual developmental disability (see section 3.17) that has been documented within the last two years; or
   iii) a significant physical disability (see section 3.20) with ongoing functional limitations that are a result of the disability which seriously limits their capacity to perform age appropriate activities of daily living; or
   iv) a dual diagnosis consisting of any of the above.

f) the family net income meets the DFSC Program Income Guidelines; and

g) the child's family agrees to participate in the assessment process.

5.2.1 Applicable Assets

5.2.2 The payment of money to the child through a court order or through a liability award or settlement for the cost of care, support and accommodations, is an applicable asset.

5.2.3 A child who has received or will receive payment of money through a court order or through a liability award or settlement for future care, support and accommodations, is ineligible for assistance in the form of money until the money is expended on the full cost of their care, support and accommodations.

5.2.4 A child whose cost of care, support, and accommodation is provided for by a court order, liability award or settlement shall be charged the per diem rate paid to a service provider for the full cost of providing their care, support and accommodations.

5.2.5 A child's financial eligibility may be reassessed after the money they received for the cost of their care, support and accommodations is expended. At the time of reassessment, any remaining monies which were awarded for damages other than care, support and accommodation, such as wage loss or for pain and suffering, are considered part of the family's income.

5.2.6 Notwithstanding sections 5.2.3, 5.2.4, and 5.2.5, where a child has received or will receive payment of money through a court order or through a liability award or settlement for the cost of care, support and accommodations, and where this payment of money is insufficient to indemnify the child and cover the realized and anticipated cost of care, supports and accommodations the Department will develop a plan in consultation with the child's parent or legal guardian to determine financial contributions and will recognize the proportion of past and future costs to be paid by the family and by the Department.

5.2.7 A child's financial assessment does not include payments received from the following sources:

a) payments under a victims compensation program paid by a federal or provincial government;

b) payments to a victim of abuse by a church organization in compliance with a court order or under a victims compensation program;

c) payments by a provincial or federal government either monthly or in a lump sum, to victims or survivors of abuse to redress or compensate an injury or harm in respect to a government program or service;

d) payments made by the federal government as a support package to Canadian thalidomide survivors;

5.3.1 Enhanced Family Support For Children (EFSC) Funding

5.3.2 A child who meets the general eligibility criteria for DFSC (see section 5.1.1) and whose funding needs exceed the $2200 per month maximum available through DFSC may be eligible for funding provided under EFSC**.**

5.3.3 EFSC funding may be authorized and paid in an amount up to the current allowable limits established by the DCS, as outlined in the Funding Rate Guidelines (Appendix A). EFSC funding will be subject to available resources and the DFSC Program Income Guidelines.

5.3.4 EFSC provides funding to assist families to support their child at home when their child's care and support needs are considered extremely challenging and they require comprehensive, highly structured and skilled forms of support and intervention. This funding assists families to hire support workers who have specialized training, education or experience related to the needs of the child.

5.4.1 EFSC Eligibility Criteria

5.4.2 EFSC does not provide funding for fulltime 24/7 in-home support, or compensate caregivers for supporting their child with a disability, or replace public school or early intervention programs.

5.4.3 To be eligible for EFSC, a child and their family must meet all of the requirements of the DSP/DFSC Program.

5.4.4 In addition to the DFSC general eligibility criteria (5.1.1), a child must:

a) have extremely challenging care and support needs that are not adequately addressed through their current DFSC funding;

b) have care and support needs that are assessed at, or exceed, an overall range of 3 or 4, as determined by the Support Assessment Tool (SAT);

c) require the involvement of healthcare practitioners from two or more disciplines; and

d) require one or more of the following:

i. highly structured behavioural approaches and interventions due to their predictable or unpredictable behaviours, which pose a significant level of risk to themselves or others. These behaviours may include but are not limited to physical aggression or property damage;

ii. highly skilled behavioural support techniques, monitoring, and intervention by their family or a skilled caregiver(s) due to their behaviours which impact their ability to independently carry out their own personal care; or

iii. skilled techniques, monitoring, and observation by their family or a skilled caregiver(s) due to their significant physical and personal care needs.

5.4.5 In addition to meeting the requirements of sections 5.1.1 and 5.3.4, one or more of the following family circumstances must be in evidence:

a) the family, including siblings, is experiencing significant or total disruption of family life and caregiver work/life routine;

b) the child's primary caregiver is unable to engage in employment or is missing time from work and may be facing potential loss of employment due to their caregiving responsibilities;

c) the family's daily obligations and caregiving responsibilities are significant because of insufficient family and community support networks;

d) the family is experiencing significant challenges in accessing resources in their community and this has a significant impact on their ability to carry out their child's care; and

e) the family is unable to hire and maintain the skilled staff necessary to support their child's specialized care and support needs.

6.0 INELIGIBILITY

A child and their family are ineligible for the DFSC Program, including EFSC funding when the application and/or assessment process identifies any of the following criteria:

a) the child is in the care of the Minister;

b) the child's family is in receipt of services through the Subsidized Adoption Program of DCS;

c) the family net income exceeds financial eligibility criteria (section 7.2.1);

d) the child has not been diagnosed with a disability (see sections 3.11, 3.17 and 3.20);

e) the child is able to carry out activities of daily living;

f) the child and family are eligible for funding through the Aboriginal Affairs and Northern Development Canada;

g) the care needs of the child are consistent with the admission criteria for the category of Department of Health and Wellness licensed nursing home.

h) the child's family does not agree to participate in the assessment process.

7.0 DFSC/EFSC FUNDING DETERMINATION

The Care Coordinator uses a standardized assessment process that includes a functional assessment (see section 7.1) and financial assessment (see section 7.2.1) to identify the respite needs of a child and recommend the amount of funding to be provided.

7.1 Functional Assessment

Eligibility is determined using an assessment process. The Care Coordinator conducts a functional assessment using a standardized Support Assessment Tool (SAT) to identify the level of support the child and their family requires and a Special Needs Agreement form signed by the child's parents. The Care Coordinator also conducts a financial assessment based on the family size and net income (see section 7.2).

7.2. Financial Assessment

7.2.1 The Care Coordinator shall determine a child's financial eligibility for the DFSC/EFSC Program by conducting a financial assessment in accordance with the DFSC Program Income Guidelines.

7.2.2 The DFSC/EFSC Program provides funding for respite and for special needs related to the child's disability, including:

a) personal care supplies (e.g., diapers for children over four years of age);

b) funding for transportation to medical related appointments;

c) medical equipment, providing the request is accompanied by an assessment and recommendation by the appropriate Health Care Practitioner (e.g., occupational therapist, physiotherapist, doctor);

d) medications related to the child's disability that are benefits under the Nova Scotia Formulary;

e) summer respite (see section 7.5); and

f) child care costs for a child over 12 years old (see section 7. 6).

7.2.3 A family requesting funding for a special need must seek approval for the most economical item or service prior to purchase.

7.2.4 Funding will be issued effective the date of approval and will be prorated from that date.

7.3. Maximum DFSC/EFSC Funding Rates

7.3.1 The amount of respite funding provided by the DFSC/EFSC Program will vary from child to child, as it is determined individually through the assessment process. The maximum respite funding rate for DFSC is $2,200.00 per month. This funding is intended to give the participant's family scheduled breaks from care giving and is not intended for 24 hour support.

7.3.2 A child who meets the general eligibility criteria for DFSC (see section 5.1.1) and whose funding needs exceed the $2200 per month maximum available through DFSC may be eligible for funding provided under EFSC**.**

7.4. Family Responsibilities for Use of DFSC and EFSC Funding

7.4.1 Families participating in the DFSC/ EFSC Program are responsible for ensuring that respite funding is used appropriately and that the respite provider(s):

a) is knowledgeable about the child's support needs;

b) is mature and responsible;

c) has the required skills, knowledge and information to support the child;

d) is comfortable with all the child's support needs; and

e) is not a family member.

7.4.2 Families participating in the DFSC/EFSC Program shall contact the Care Coordinator and advise them when:

a) they are unable to locate respite workers; or

b) they are not utilizing the full amount of the approved respite funding.

7.4.3 The Care Coordinator shall provide information related to finding respite providers to families participating in the DFSC/EFSC Program when families indicate they are not able to locate their own.

7.5. Summer Respite Funding

7.5.1 Summer respite funding may be requested by a participant's family to provide children with the opportunity for structured out-of-home summer activities. Subject to the limits in section 7.5.4 summer respite funding may be provided in addition to the monthly maximum respite rate.

7.5.2 Families are eligible for summer respite funding when:

a) they have submitted a formal request for summer respite funding;

b) they have enrolled, or agree to enroll, their child in a structured out-of-home summer activity; and

c) they have verified, or can verify, the child's participation by providing receipts.

7.5.3 The amount of summer respite funding that may be provided is dependent on the actual cost of the structured out-of-home activity to a maximum level set out below, which is dependent upon the age of the child, as follows:

a) the maximum level of funding for summer respite for a child age 12 or under is up to $500.00 per calendar year;

b) the maximum level of funding for summer respite for a child aged 13 to 19, is up to $1,000.00 per calendar year.

7.5.4 The Care Coordinator who has received a request for summer respite shall:

a) determine the appropriate level of funding based on the age of the child;

b) advise the family of the requirement to provide receipts;

c) review the receipts;

d) follow up with the family if they did not comply with c); and

e) advise the family that future summer respite will not be considered if appropriate documentation is not provided.

7.6 Child Care Costs Funding - Child over 12 years

Subject to the limits in Appendix A Funding Rates Guidelines, child care funding may be provided when the child is over the age of 12 and requires support and supervision prior to and after school hours due to the family's work schedule. Child care cost funding will not be provided to replace the child's school or day time program.

Parents are responsible for basic child care for children 12 and under.

8.0 ENHANCED FAMILY SUPPORT FOR CHILDREN (EFSC) FUNDING PROPOSAL

8.1 Eligibility for EFSC may be identified during the family's initial application and assessment for DFSC, or during reassessments of their ongoing eligibility.

8.2 If EFSC funding is not available in the fiscal year in which the applicant and their family request funding, the applicant's name shall be placed on the EFSC wait list for funding, upon their family's request.

8.3 If EFSC funding is requested, an Enhanced Funding Proposal form will be sent to the child's family for completion. This form will provide details regarding their child's behavioural and enhanced care and support needs and an overview of their family's circumstances.

8.4 The family must complete the Enhanced Funding Proposal form and provide any additional documentation such as, but not limited to, a psycho-educational assessment or reports from a healthcare practitioner, as requested by the Care Coordinator. The Care Coordinator may assist families in completing the Enhanced Funding Proposal form.

8.5 Once the Enhanced Funding Proposal form is completed and returned to the Care Coordinator, a follow-up appointment will be scheduled for the Care Coordinator to review the documentation with the family and provide information on EFSC.

9.0 DETERMINING ELIGIBILITY FOR EFSC FUNDING

9.1 The Care Coordinator will review the EFS Funding Proposal and the additional documentation submitted to ensure all pertinent information and documentation has been received.

9.2 The Care Coordinator will consult with the Casework Supervisor to review supporting documentation and the Care Coordinator's eligibility recommendation.

9.3 The Casework Supervisor will review all information and documentation, and forward their recommendation and all supporting documents to the DSP Specialist.

9.4 The DSP Specialist will review all documents and the make an eligibility recommendation to the DSP Director who may approve EFSC funding.

10.0 FUNDING REVIEW AND REASSESSMENT FOR EFSC FUNDING

10.1 The first review of a child's and family circumstances shall be conducted by the Care Coordinator within three (3) months of the family receiving EFSC funding. Subsequent reviews shall be conducted semi-annually or as the child's needs or the family's circumstances change

10.2 If an adjustment in funding is requested, a full reassessment and updated Enhanced Funding Proposal is required.

10.3 A full reassessment and updated Enhanced Funding Proposal shall be completed when:

a) the child's care and support needs have significantly changed,

b) the child's family experiences significant changes in their circumstances which impact their ability to support their child.

10.4 Reviews and reassessments shall be completed by the Care Coordinator in consultation with the child and their family.

11.0 COMMUNITY SERVICES / HEALTH AND WELLNESS COLLABORATIONS

11.1.1 There are circumstances when assistance from both DCS and the Department of Health and Wellness (DHW) are provided to a participant. In these circumstances the Care Coordinator shall:

a) identify the sources of funding and services available through the DHW;

b) ensure the participant's consent form has been signed;

c) contact the Nova Scotia Health Authority Care Coordinator to determine the type and level of service or the amount of funding provided; and

d) ensure there is no duplication of funding and services.

12.0 FUNDING REVIEW AND REASSESSMENT

The child's family is required to report to the Care Coordinator any changes in circumstances, financial and personal, which may affect their child's ongoing eligibility or

level of required support from the DFSC Program.

12.1 DFSC Ongoing Reviews

12.1.1 The Care Coordinator shall review a child's circumstances annually, or when circumstances warrant, to determine ongoing eligibility for the DFSC Program.

12.1.2 The review shall involve the child, their family, and significant others such as medical and clinical support teams, as appropriate.

13.0 EXCEPTIONAL CIRCUMSTANCES

Supports requested under Exceptional Circumstance are subject to the limits set out in Appendix A Funding Rates Guidelines.

13.1 Respite Funding for Family Members in Exceptional Circumstances

13.1.1 The DFSC Program does not compensate family members who live with a participant to provide respite services to them. However, in any of the exceptional circumstances set out below a family member may be paid to provide temporary respite services when:

a) the child's behaviour can only be managed by the family member;

b) the child requires a medical intervention that only the family member is able to provide;

c) efforts to find respite providers, other than the family member, have been unsuccessful.

13.1.2 Approval is required for this respite funding.

13.1.3 In these exceptional circumstances the respite services must not replace or create an employment opportunity for the identified family member. The maximum respite level and approvals set out in this Policy will apply.

14.0 TEMPORARY AND EXTENDED ABSENCES

14.1 Additional Temporary Respite in Exceptional Circumstances

14.1.1 It is recognized that in exceptional circumstances the assessed needs of the DFSC/EFSC participant's family may increase and additional respite funding may be required on a temporary basis.

14.1.2 Additional temporary respite funding may be considered when:

a) the care giver is sick, recovering from surgery, or otherwise unable to continue regular support responsibilities;

b) a family emergency (e.g. death in the family, requires the family to be unavailable for regular support responsibilities);

c) a short-term deterioration in the mental or physical health of the care giver or participant;

d) the family and/or participant are experiencing unusual short-term distress; or

e) the family requests an annual vacation, as per Appendix A Funding Rates Guidelines.

14.1.3 Approval is required for this respite funding.

14.1.4 Additional temporary respite funding must be authorized on a time limited basis and is subject to review.

14.2.1 Hospitalization or Absent from Home

14.2.2 The Care Coordinator shall ensure there is no disruption in monthly funding when a child is temporarily absent from their home for less than 30 days for the purposes of vacation, visiting family, and hospitalization, in accordance with the DSP Program Policy.

14.2.3 The Care Coordinator shall seek approval from the Casework Supervisor to continue to provide assistance from the DFSC/EFSC Program, as required, during absences beyond 30 days, when there is confirmation that the participant is returning to their home and the return date is known.

15.0 TRANSFER

15.1 When a child's circumstances have been reviewed and it is determined that they require support which exceeds what can be provided in the DFSC/EFSC Program, they shall be assisted to secure an alternate DSP Program support option which meets their needs, within available DCS resources. A wait list may apply.

15.2 When a child requires a transfer to an alternate DSP Program support option, DSP staff shall follow the DSP Program Policy regarding planning for these transfers. The transfer plans shall be discussed and developed in cooperation with the child's family, and their personal support network when appropriate.

15.3 When a child's circumstances have been reviewed and they are determined to be ineligible for the DFSC/EFSC Program and alternative DSP Programs, DSP staff meet with the child, the child's family, and their personal support network, when appropriate, to

develop a transition plan.

16.0 APPLICATION

16.1 This policy applies to all DSP staff, applicants, DFSC/EFSC participants, their families and any person acting on their behalf.

17.0 ACCOUNTABILITY

17.1 All DSP staff, applicants, DFSC/EFSC participants, their families and persons acting on their behalf are responsible for complying with this Policy.

17.2 Casework Supervisors and DSP Specialists are responsible for the fair and consistent application of the policies, related guidelines, and procedures as a part of case management supervision duties and responsibilities.

17.3 The DSP Executive Director, DSP Program Director and DFSC/EFSC Program Coordinator are responsible for ensuring the policy is effective in enabling DSP Staff to deliver the DFSC/EFSC Program in an efficient and cost-effective manner.

17.4 The DSP Division is responsible for ensuring that the DSP staff has access to appropriate training.

18.0 MONITORING

18.1 The DSP Division is responsible for ensuring that an effective ongoing review and periodic evaluation is in place to determine that the DFSC/EFSC Program is meeting its objectives.

18.2 The Deputy Minister, Associate Deputy Minister, and Senior Management are responsible for monitoring the effectiveness and consistent application of this Policy.

SUPPORTS REQUESTED	RATES
• **DFSC Respite and Exceptional Circumstances (up to a combined total of $2,200/month)** • **EFSC (up to an additional $1,600/month)** • **The combined total of Respite, Exceptional Circumstances and EFSC funding must not exceed $3,800/month**	
Monthly respite (short breaks including weekend breaks) as per SAT	up to $800/month
Before and/or after school child care subsidy – children 12 and under When additional specialized/skilled care and support is required that is directly related to the child's disability (e.g., extensive personal care or intensive behavioural support and programming).	up to $390/month
Evening support - Children over 12 related to parents' work schedule)	up to $1,750/month
Evenings support child care subsidy - **Children 12 and under** (related to parents' work schedule) When additional specialized/skilled care and support is required that is directly related to the child's disability (e.g., extensive personal care or intensive behavioural support and programming).	up to $390/month
Overnight weekday support Intermittent breaks provided to parents when their child or adult family member is experiencing prolonged nighttime sleep disturbances.	up to $1,400/month

Daytime weekend child care subsidy - **Children 12 and under** (related to parents work schedule) When additional specialized/skilled care and support is required that is directly related to the child's disability (e.g., extensive personal care or intensive behavioural support and programming).	up to $65/month
Daytime weekend support - Children over 12 (related to parents work schedule)	up to $250/month
Overnight weekend support for children 12 and under	Up to $800/month
Overnight weekend support for children over 12	Up to $800/month
Vacation – Annual funding to provide relief to a caregiver.	up to $1000/calendar year or $84/month
Other Consultation shall be held with the DSP Specialist and must not exceed the current allowable EFSC Funding limits.	up to $200/month