



TCOA Department Contact Numbers

Administration

(985) 868-8411

In-Home Services

(985) 868-5546

Nutrition

(985) 868-7596

Transportation

(985) 868-7701

Food for Seniors

(985) 858-5139

SenioRx/ADRC

(985) 858-5135

National

Family

Caregiver

Support

Programs

**Diana N. Edmonson
Executive Director
995 West Tunnel Blvd.
Houma, LA 70360
(985) 868-8411**

The resources provided to Terrebonne Council on Aging, Inc. (TCOA) by the Federal, State, and local government allows the agency to serve only a fraction of its service area's 18,000+ citizens age 60 and older.

The following regulations were used by TCOA to develop selection criteria for its services:

Older Americans Act of 1965, as amended in the 2006 Reauthorization.

Louisiana Governor's Office of Elderly Affairs' (GOEA) Policy Manual, Subchapter E, Section 1215(A), (B), and (C).

National Family Caregivers Support Program Policy

I & A

- ◆ Provides the individuals with current information on opportunities and services available to the individuals within their communities, including information relating to assistive technology
 - ◆ Assesses the problems and capacities of the individuals
- #### In-Home Respite
- ◆ Respite services provided in the home of the qualifying individual in order to provide a brief period of rest for the caregiver.
 - ◆ Participants with the highest score on the assessment form will be given priority in delivery of services. Clients may be placed on a waiting list until openings become available.

Client's Responsibility:

- ◆ Each client must call at the earliest possible opportunity if they will not be home for their regularly scheduled visit.. This can be done by calling **985-868-5546, ext. 225.**
- ◆ Clients are not allowed to give any type of

gratuity/donation to the respite aide, including money, gifts, etc.

- ◆ Client or caregiver is responsible for reporting any concerns or complaints they may have to **985-868-5546, ext. 225.**

TCOA's Responsibility:

- ◆ Assure that the subcontractor has obtained a current personal care attendant license issued by the Louisiana Department of Social Services.
- ◆ In-home respite services must be provided for periods of at least 4 hours and not more than 72 hours per visit, and shall be limited to a maximum of 96 hours per calendar year per qualifying individual.
- ◆ Subcontractor will develop a respite service plan that addresses individual needs with each client. This plan will outline the specific services to be performed.
- ◆ To insure that the respite aide follows the service plan as developed by the staff and client.
- ◆ To ensure that the in-home respite contributions received for the program are deposited and dedicated to the in-home respite program.

Material Aid

Issuing incontinent supplies and nutrition supplements.

Client's Responsibility:

- ◆ Each client or caregiver must be home to receive supplies.
- ◆ Each client or caregiver must sign documentation stating receipt of supplies.
- ◆ Client or caregiver is responsible for reporting any concerns or complaints they may have to **985-868-5546, ext. 225.**

TCOA's Responsibility:

- ◆ Distribute supplies to qualifying individuals monthly or until the program funds cease for that fiscal year

- ◆ Obtaining signatures on documentation from client or caregiver upon receipt of supplies.

Client Selection Criteria:

No older individual is entitled to services by virtue of age alone.

- ◆ Clients requesting National Family Caregivers (NFCSP) services will be assessed using the NFCSP assessment tool, GOEA's Comprehensive

Assessment Form (used by all the Councils on Aging in the State of Louisiana) and TCOA's Participant Service Determination Form will be used to evaluate all potential participants.

- ◆ The completed assessment form is then submitted to the TCOA Executive Director or designee for review and evaluation.
- ◆ Priority will be given to persons 60 and older, with the greatest economic and/or social need, with particular attention to low-income minority and Native American individuals.
- ◆ Participants with the highest score on the assessment form will be given priority in delivery of services. Clients may be placed on a waiting list until openings become available.

Beginning July 1, 2015 In-Home Respite will increase to eight (8) hours a week.

Contributions for
National Family Caregiver Program
can be mailed to:
TCOA
P.O. Box 8036
Houma, LA 70361