

(A) Purpose

To provide individual counseling, the organization of support groups and/or caregiver training to caregivers to assist the caregivers in making decisions and solving problems relating to their care giving roles. The caregiver is the client and the primary recipient of the service.

Services include:

- Family Caregiver Support Program – Caregiver Support Group
- Family Caregiver Support Program – Counseling

Family Caregiver Support Program (FCSP) – A program authorized by Title IIIE of the Older Americans Act Reauthorization of 2000. FCSP’s intent is to directly benefit informal caregivers with services consistent with the Act’s mandates through a statewide, easily identifiable program that supports the efforts of caregivers.

(B) Unit of Service

(1) FCSP Caregiver Support Group - One Hour (billable in 15 minute increments) - The unit represents the activity of the group, not each participant. Support Groups lasting less than 8 minutes are not billable.

(2) FCSP Counseling - One Hour (billable in 15 minute increments) - The unit represents activities for one individual. Counseling sessions lasting less than 8 minutes are not billable.

(C) Documentation Requirements

(1) The agency will maintain sign in sheets for all Caregiver Support Groups with an agenda containing the following:

- (i) Discussions
- (ii) Date
- (iii) Start and end time
- (iv) Facilitator name
- (v) Name of participant

- (2) For each unit of service billed for FCSP Counseling documentation must include:
- (i) Consumer’s name
 - (ii) Date of service
 - (iii) Time services started and ended or length of time spent
 - (iv) Task performed
 - (v) Signature or initials of staff member

(D) Personnel Requirements

Personnel providing counseling shall have one year documented experience dealing with the issues of the aging population and caregiving.

(E) Reporting

Individual caregiver reporting is required in the specified electronic client registration and billing system as outlined in the COA NAPIS Manual. (See Attachment 24 for Title III Caregiver Reporting Procedures)

(F) Consumer Contributions

This service is exempt from Rule 173-3-07 Consumer Contributions: Section (C) - Cost Sharing. The provider may solicit and accept voluntary contributions as outlined in Rule 173-3-07 Consumer Contributions: Section (B) - Voluntary Contributions.