

(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 III E 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) Caregiver Stress Assessments

Caregivers receiving caregiver support services, including individual counseling and support groups must be assessed and re-assessed every 6 months. A new assessment must be created for each re-assessment. Such assessment shall be administered through direct contact with the caregiver, which may include contact through a home visit, the Internet, telephone or teleconference, or in-person interaction.

(E) Personnel Requirements

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

(F) Reporting

WellSky Aging and Disability data is to be collected and reported as an integral part of the providers day-to-day operations. Individual client registration is required in WellSky for the caregiver and care recipient. Providers are responsible for collecting and reporting information relative to the Caregiver, such as name, date of birth, gender, gender identity, address, in poverty (yes/no), lives alone (yes/no), ethnicity, ethnic race, nationality, relationship to caregiver (new relationships), service type (to Caregiver), service units, and funding source. Please note for the services listed only the name and birth date is required for the care recipient, instead of full registry: FCSP Caregiver Support Group and FCSP Caregiver Training.

Clients must be assessed upon enrollment and re-assessed every 12 months by completing the NAPIS Intake Assessment Form in WellSky. A new NAPIS Assessment must be created for each re-assessment. Assessments shall be administered through direct contact with the client, which may include contact through in-person interaction, electronic communication, mail or via telephone.

(G) Consumer Contributions

The provider may solicit and accept voluntary contributions as outlined in the Voluntary Contributions section of [Rule 173-3-07 - Ohio Administrative Code | Ohio Laws](#). This service is exempt from the Cost Sharing section of this rule.