Chapter 31 – Caregiver Assessment & Service Activity Entry

Table of Contents

Important	The required fields referenced in this chapter refer to system-required fields. These fields are required in order for the form to be saved in approved status.
	The information that is required due to policy may be different from those that are system required.

Person Administration Requirements

Introduction	Some KAMIS assessments require specific fields within Person Administration be completed before the assessment can be saved in Approved status. If these fields are blank, the assessment will return an error message when an attempt is made to save it as Approved, indicating the missing Person Administration fields.

Required Fields for Approved Caregiver Form	<u>Person Admin/Home tab of the Caregiver or Caregiver Older Relative</u>: *Legal Name* - First and Last (Middle is optional) **Date of Birth** **Gender** **Race** **Ethnicity** **Residential Address** *Person Roles* – must include *Customer* and *Caregiver* or *Customer* and *Caregiver Older Relative*

Caregiver Person Roles	If the caregiver's Customer Status does not display as 'ACTIVE CAREGIVER' or 'ACTIVE CAREGIVER OLDER RELATIVE' in the Customer Info header, the person record does not have the role that allows a Caregiver Assessment to be created. Person record with no Caregiver role:

Form Selection:

Continued

Person Administration Requirements, continued

Caregiver Person Roles (continued)

Person record with Caregiver or Caregiver Older Relative role:

Form Selection:

Add a Caregiver Role

To add one of the Caregiver roles to a Person record, go to the person's *Person Admin/Home* page and use the Person Roles region to add the appropriate Caregiver role.

For more information on adding a Person Role, refer to 'Adding Person Roles' in *Chapter 6 – Person Administration* in the KAMIS II User Manual.

Caregiver Overview

Overview	The Caregiver Assessment and its associated Plan of Care are used to report when a caregiver receives temporary, intermittent respite services when providing some kind of informal support to a care recipient.
	A caregiver can receive up to seven (7) consecutive days of respite service and can have more than one Caregiver Assessment/Plan of Care, as long as the seven consecutive days length of service is not exceeded.
	A caregiver may be considered a 'caregiver older relative' depending on the age of the caregiver, the care recipient, and other criteria as defined in Section 3.8 *Family Caregiver Support Program* in the KDADS Field Services Manual.
	The Plan of Care process is not covered in this chapter. For information on creating a Plan of Care, refer to *Chapter 19a – Plan of Care* in the KAMIS II User Manual.
General Definitions	**Caregiver**: A Caregiver is an adult family member or other individual who is an informal provider of in-home and community care to an older individual.
	Caregiver Older Relative – a Caregiver Older Relative is an older adult family member or other individual who is an informal provider of in-home and community care to a child under 19 years of age, or an adult with a severe disability.
	Care Recipient: A care recipient is an individual as described above who receives informal support from a qualified caregiver.
	Caregiver Assessment: The form that defines who the caregiver/caregiver older relative is, and in the case of a caregiver, who the care recipient is that is receiving informal support from the caregiver.
	For more information on who qualifies as a Caregiver or Care Recipient, refer to Section 3.8 *Family Caregiver Support Program* in the KDADS Field Services Manual.
Prerequisite	If the individual receiving Caregiver respite services does not yet exist in KAMIS, add the person record before continuing.
	For information on creating a new person in KAMIS, refer to *Chapter 6 – Person Administration* in the KAMIS II User Manual.
Caregiver vs Caregiver Older Relative	This chapter contains separate sections for completing the Caregiver assessment for a Caregiver and completing the Caregiver assessment for a Caregiver Older Relative. The assessment's content is determined by which Person Role is assigned to the Caregiver.
	Follow the instructions for the type of caregiver being assessed.

Create the Caregiver Assessment (Role: Caregiver)

Introduction

A Caregiver Assessment form must be completed for a caregiver that is receiving Caregiver respite services (excluding Assistance and Information). Once the assessment is completed, a Plan of Care for Caregiver respite services can be created.
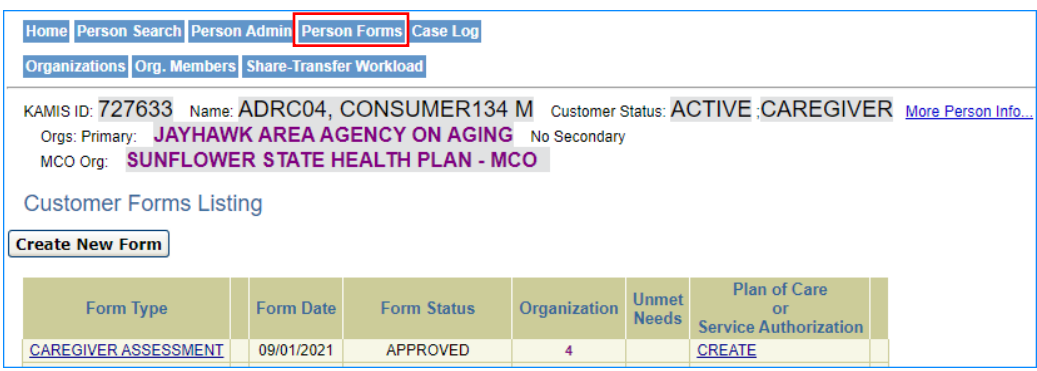
Note: This section is for creating a caregiver assessment when the customer's additional Person Role is "Caregiver". Refer to the next section to create a caregiver assessment for a customer with the "Caregiver Older Relative" Person Role.

Page Navigation

The Caregiver Assessment starts out as one page. Once the initial page is created, the rest of the Caregiver information will be accessible.

Create New Assessment

Follow the steps in the table below to start a new Caregiver Assessment for Caregiver Category "Caregiver".
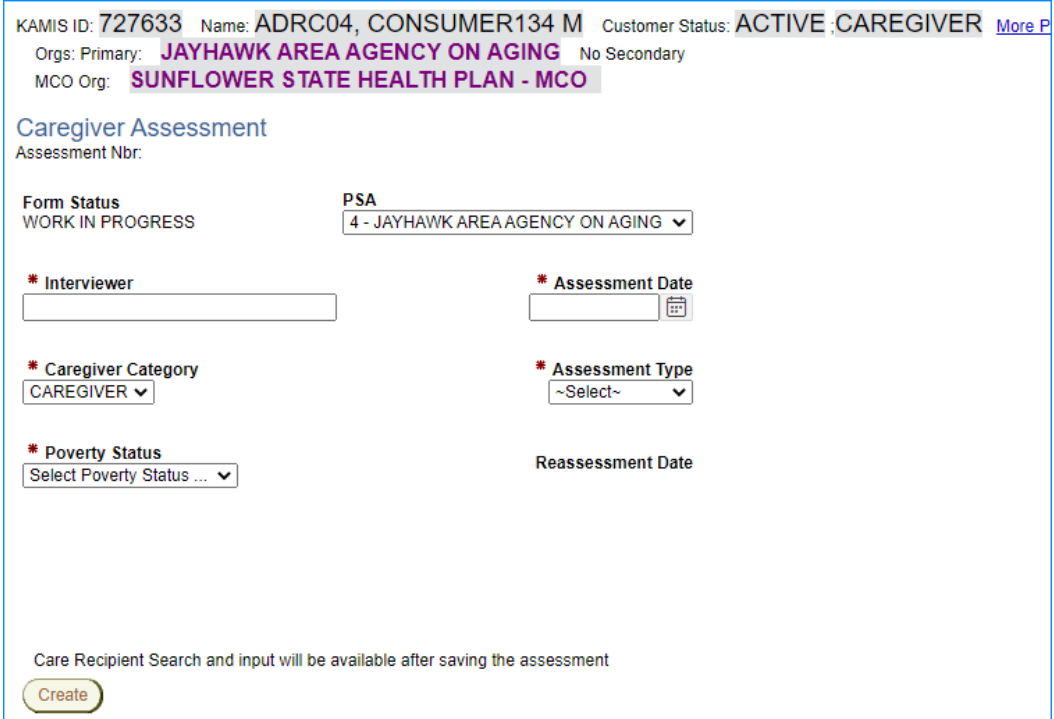
Step	Action	Result
1.	Using Person Search, locate the Caregiver.	The person record displays in Search Results.
2.	Click on the **Update Person** icon. 📄	The Person Admin/Home page displays.
3.	Check the *Person Roles* region to confirm he/she has the Caregiver role, and that the role is Active.	Confirms the Person record has the correct Caregiver role. Note: Refer to the previous 'Person Administration' section on adding the role, if necessary.
4.	Confirm other required fields are complete: • First and Last Name (Middle is optional) • Date of Birth • Gender • Race • Ethnicity • Residential Address	Ensures the Assessment can be saved in Approved status. If changes were made, click the **Save** button in the Person Administration region before continuing.
5.	Click on the **Person Forms** button in the main navigation bar.	The **Customer Forms Listing** for the Caregiver displays.

	Home | Person Search | Person Admin | **Person Forms** | Case Log Organizations | Org. Members | Share-Transfer Workload KAMIS ID: 727633 Name: ADRC04, CONSUMER134 M Customer Status: ACTIVE ;CAREGIVER More Person Info... Orgs: Primary: JAYHAWK AREA AGENCY ON AGING No Secondary MCO Org: SUNFLOWER STATE HEALTH PLAN - MCO Customer Forms Listing Create New Form 	Form Type	Form Date	Form Status	Organization	Unmet Needs	Plan of Care or Service Authorization	 	CAREGIVER ASSESSMENT	09/01/2021	APPROVED	4		CREATE	

Create New Assessment   *continued*

Step	Action	Result
6.	Click on the **Create New Form** button.	A list of available forms displays.
7.	Click on the **Caregiver Assessment** button.	The form opens with the Form Status defaulting to 'Work in Progress,' and the PSA populated with the logged-in user's organization.
8.	Type the interviewer's name in the **Interviewer** field.	Required
9.	Enter the **Assessment Date (**mm/dd/yyyy format) or use the Date Picker to select the date	Required
10.	The **Caregiver Category** is automatically populated with "Caregiver" because of the "Caregiver" person role assigned to this client.	Required. The Person Role assigned to the caregiver determines what options are available in this drop-down list.
11.	Select the **Assessment Type** from the drop-down list.	Required. If this is the first assessment for this Caregiver/Care Recipient combination, choose Initial.
12.	Select the **Poverty Status** of the caregiver.	Required.

Continued

Create the Caregiver Assessment (Role: Caregiver), continued

Create New Assessment

continued

Step	Action	Result
13.	Click on the **Create** button.	The form is created, an assessment number is assigned, and the Care Recipient regions display.
14.	The **Reassessment Date** field is calculated and populated after the form is saved.	One year minus one day after the Assessment Date.
	New Caregiver assessment with Adult Care Recipient regions added:	

KAMIS ID: 727633   Name: ADRC04, CONSUMER134 M   Customer Status: ACTIVE ;CAREGIVER   Mor
Orgs: Primary: JAYHAWK AREA AGENCY ON AGING   No Secondary
MCO Org: SUNFLOWER STATE HEALTH PLAN - MCO

Caregiver Assessment
Assessment Nbr: 1757851

Form Status
WORK IN PROGRESS ⌄

PSA
4 - JAYHAWK AREA AGENCY ON AGING ⌄

* Interviewer
Interviewer1 ADRC04

* Assessment Date
09/09/2021

* Caregiver Category
CAREGIVER ⌄

* Assessment Type
Reassessment ⌄

* Poverty Status
Above poverty level ⌄

Reassessment Date
09/08/2022

ADULT CARE RECIPIENT SEARCH

Recipient Search   First [ ]   Last [ ]   (SEARCH)   RESET   **Add New Recipient**

ADULT CARE RECIPIENTS
no data found

(Save)

Adding Care Recipient Information

Introduction   When the Caregiver Category selected in the assessment is 'Caregiver,' a care recipient must be added to identify who the caregiver is receiving respite services for. Once the Caregiver Assessment has been created (saved), additional regions display to aid in searching for and adding the care recipient that the caregiver supports.

The *Adult Care Recipient Search* region is used to search for an adult care recipient in the Person database tables. If the care recipient does not exist, the 'Add New Recipient' button provides a link to create a new person record. The *Adult Care Recipients* region displays the care recipient that has been associated to the caregiver in this assessment.

This section covers adding an existing person record to the assessment. The next section will cover creating a new person record.

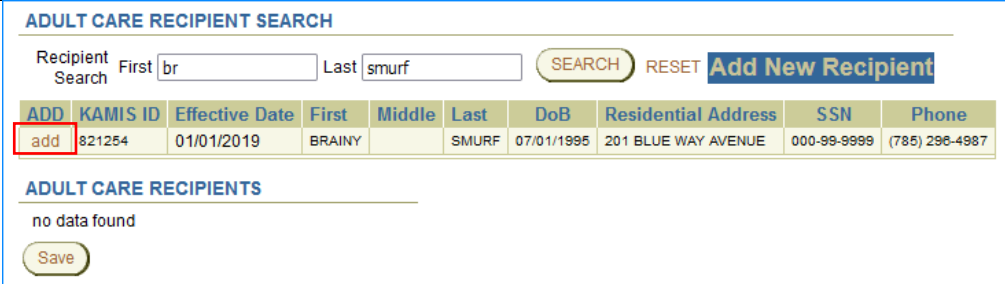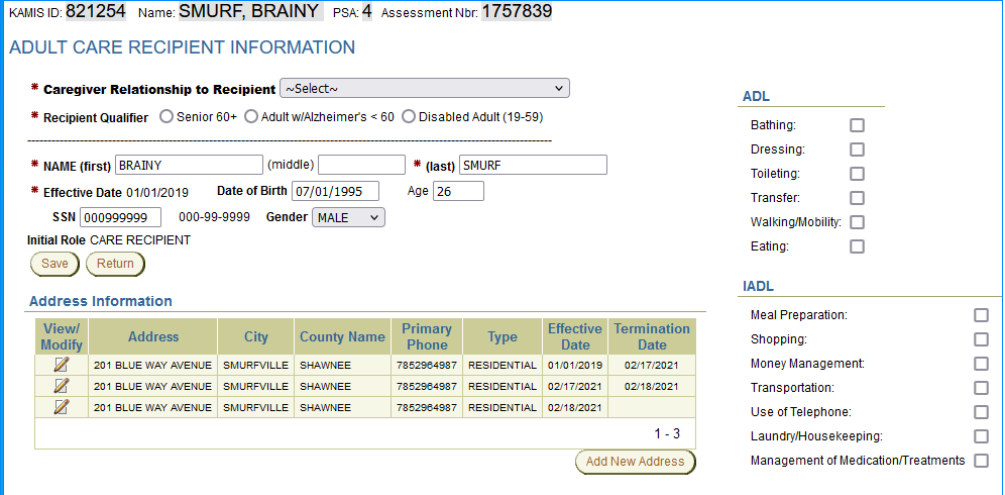**How To**   A Care Recipient must be associated with the Caregiver to continue with the Assessment.

Follow the steps in the table below to search for and add an existing person record as a care recipient to the Caregiver assessment.

Continued

Adding Care Recipient Information, continued

How To *continued*

Step	Action	Result
1.	In the *Adult Care Recipient Search* region, enter at least the first letter of the care recipient's **First** name	Required. If the first name field is left blank, no results will display even if there is a last name match.
2.	Enter at least the first two letters of the care recipient's **Last** name	Required. The more of the name you enter, the more narrowed down the Search Results list will be.
3.	Click on the **Search** button.	All customer records* matching the search criteria displays.
	*Only person records that have the 'Customer' role are included in the Recipient Search results.	
4.	Click on the **add** link at the beginning of the row to add the care recipient. Note: If the desired care recipient does not display, skip to the *Care Recipient Not Found – Add a New Care Recipient* section of this chapter.	The *Adult Care Recipient Information* page displays.
5.	Select the **Caregiver Relationship to Recipient** from the drop-down list.	Required
6.	Select the **Recipient Qualifer** category that this care recipient falls within.	Required

Continued

Adding Care Recipient Information, continued

How To   *continued*

Step	Action	Result
7.	Review the Care Recipient person information to confirm its accuracy, making any corrections if necessary.	If you determine this is not the correct care recipient click the **Return** button and repeat 'How To' steps 1-4 above.
8.	Review the care recipient's Address Information and make any corrections as necessary.	Address is confirmed or updated
9.	Click the appropriate **ADL** and **IADL** checkboxes.	Optional
10.	Click on the **Save** button.	The *Adult Care Recipient Information* page is saved. If person information was changed, the changes will be checked against existing customer records for duplicates that may already exist. If a duplicate record message displays, follow the steps outlined in the 'Possible Duplicate Record Found' section in Chapter 6 – Person Administration in the KAMIS II User Manual.

Continued

Adding Care Recipient Information, continued

How To   *continued*

Step	Action	Result
11.	Click on the **Return** button.	The main Caregiver Assessment page displays, with the added *Adult Care Recipients* table now displayed.

KAMIS ID: 727633   Name: ADRC04, CONSUMER134 M   Customer Status: ACTIVE ;CAREGIVER   More
Orgs: Primary: JAYHAWK AREA AGENCY ON AGING   No Secondary
MCO Org: SUNFLOWER STATE HEALTH PLAN - MCO

Caregiver Assessment
Assessment Nbr: 1757839

Form Status
WORK IN PROGRESS ∨

PSA
4 - JAYHAWK AREA AGENCY ON AGING ∨

* **Interviewer**
Interviewer1 ADRC04

* **Assessment Date**
09/01/2021

* **Caregiver Category**
CAREGIVER ∨

* **Assessment Type**
Reassessment ∨

* **Poverty Status**
Above poverty level ∨

Reassessment Date
08/31/2022

ADULT CARE RECIPIENT SEARCH

Recipient Search   First br   Last smurf   SEARCH   RESET   **Add New Recipient**

ADD	KAMIS ID	Effective Date	First	Middle	Last	DoB	Residential Address	SSN	Phone
add	821254	01/01/2019	BRAINY		SMURF	07/01/1995	201 BLUE WAY AVENUE	000-99-9999	(785) 296-4987

ADULT CARE RECIPIENTS

Edit	#	KAMIS Nbr	Recipient Name	Caregiver Relationship	Gender	Ssn	Recipient Qualifier
📝	1	821254	BRAINY SMURF	OTHER RELATIVE	MALE	000-99-9999	Disabled Adult (19-59)

Save
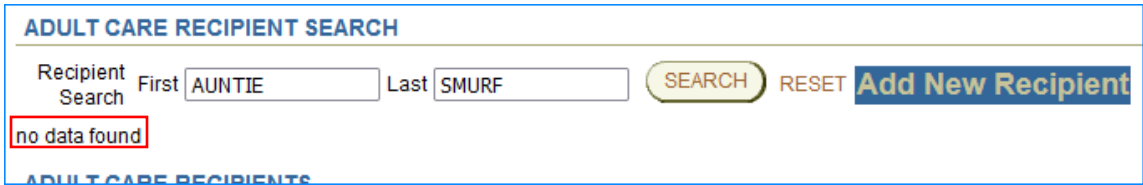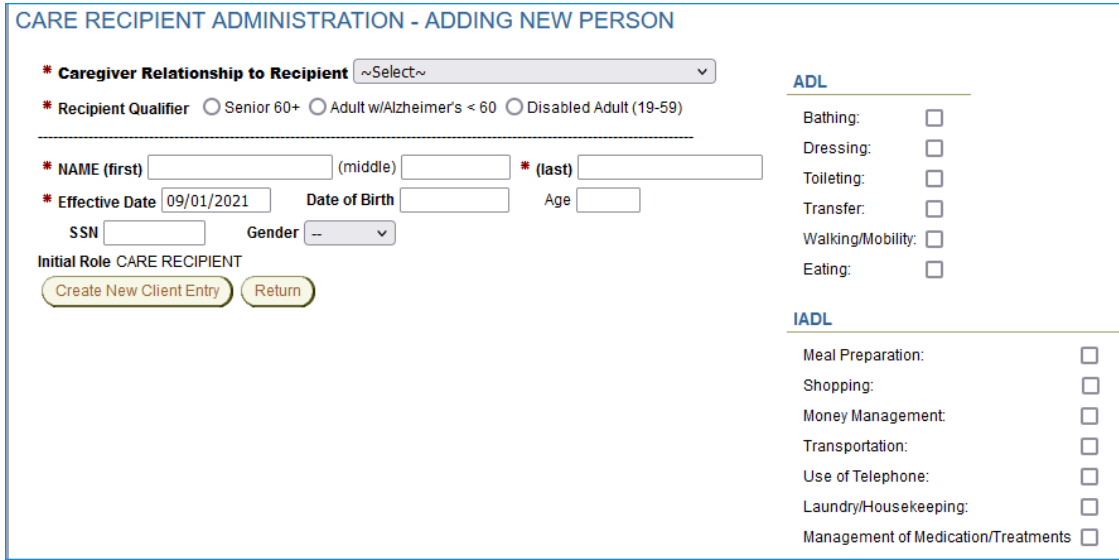
Care Recipient Not Found – Add a New Care Recipient

Introduction   If a Recipient Search results in a 'no data found' message, a new person record will need to be created and added as the Care Recipient.

How To   Follow the steps in the table below to create and add a new Care Recipient to the Caregiver Assessment.

Step	Action	Results
1.	Complete the Search for the care recipient.	The search results table displays with the 'no data found' message.

Step	Action	Results
2.	Click on the blue **Add New Recipient** tab.	The *Care Recipient Administration – Adding New Person* page displays.

Step	Action	Results
3.	Select the **Caregiver Relationship to Recipient** from the drop-down list.	Required
4.	Select the **Recipient Qualifier** category that this care recipient falls within.	Required
5.	Enter the care recipient's **NAME (first)** and **(last)**.	Required (Middle initial/name is optional)
6.	The **Effective Date** defaults to the current date. It can be changed to an earlier date if appropriate.	Required

Continued

Care Recipient Not Found – Add a New Care Recipient, continued

How To   *continued*

Step	Action	Results
7.	Enter the care recipient's **NAME (first)** and **(last)**.	Required (Middle initial/name is optional)
8.	The **Effective Date** defaults to the current date. It can be changed to an earlier date if appropriate.	Required
9.	Enter the care recipient's **Date of Birth** (mm/dd/yyyy format) and press the Tab key or click in a different field.	Optional. Age will calculate automatically when the cursor moves out of the Date of Birth field.
10.	Enter the care recipient's Social Security Number (**SSN**).	Optional
11.	Select the care recipient's **Gender**	Optional
12.	Click the appropriate **ADL** and **IADL** checkboxes for the care recipient.	Optional
	Note: The Initial Role is automatically assigned to 'Care Recipient'	
13.	Click on the **Create New Client Entry** button	• The Person record is created* • A KAMIS ID number is assigned • The Person record is associated with the same organization (PSA) as the logged-in user • An 'Add New Address' button is available for care recipient address entry *The new person information will be checked against existing customer records for duplicates that may already exist. If a duplicate record message displays, follow the steps outlined in the 'Possible Duplicate Record Found' section in Chapter 6 – Person Administration.

Continued

Care Recipient Not Found – Add a New Care Recipient, continued

How To   *continued*

Step	Action	Results
14.	Click on the **Add New Address** button and add an address.	Optional, but adding a Residential address is recommended
15.	Click on the **Save** button.	Saves the address and returns to the *Adult Care Recipient Information* page
16.	Click on the **Save** button.	The *Adult Care Recipient Information* page is saved and the Caregiver Assessment main page displays with the new Adult Care Recipient information.

KAMIS ID: 727633   Name: ADRC04, CONSUMER134 M   Customer Status: ACTIVE ,CAREGIVER   More P
Orgs: Primary: JAYHAWK AREA AGENCY ON AGING   No Secondary
MCO Org: SUNFLOWER STATE HEALTH PLAN - MCO
(ISD; as JOBAUER, PSA 4.) Note that MCOs are in PERSON_PSA, not -MCO; fix if/when MCOs pulled from _PSA.

Caregiver Assessment
Assessment Nbr: 1757839

Form Status
WORK IN PROGRESS ▾

PSA
4 - JAYHAWK AREA AGENCY ON AGING ▾

* **Interviewer**
Interviewer1 ADRC04

* **Assessment Date**
09/01/2021 📅

* **Caregiver Category**
CAREGIVER ▾

* **Assessment Type**
Reassessment ▾

* **Poverty Status**
Above poverty level ▾

Reassessment Date
08/31/2022

ADULT CARE RECIPIENT SEARCH

Recipient Search   First auntie   Last smurf   [SEARCH]   RESET   **Add New Recipient**

ADD	KAMIS ID	Effective Date	First	Middle	Last	DoB	Residential Address	SSN	Phone
add	821366	09/01/2021	AUNTIE		SMURF	03/10/1961	1111 BLUE BRICK RD		

ADULT CARE RECIPIENTS

Edit	#	KAMIS Nbr	Recipient Name	Caregiver Relationship	Gender	Ssn	Recipient Qualifier
📝	1	821254	BRAINY SMURF	OTHER RELATIVE	MALE	000-99-9999	Disabled Adult (19-59)
📝	2	821366	AUNTIE SMURF	DAUGHTER/DAUGHTER-IN-LAW	FEMALE	-	Senior 60+

(Save)

Next Steps   The form is now complete and can be approved. For instructions on creating a caregiver assessment for an Older Relative Caregiver for Children or Disabled Adults, continue with the next section.

For instructions on approving the Caregiver and the Older Relative Caregiver assessments, refer to the "Approve the Caregiver Assessment" section later in this document.

Create the Caregiver Assessment (Role: Caregiver Older Relative)

Introduction

While creating a Caregiver Assessment for an Older Relative Caregiver has some similarities to the previous instructions for a Caregiver, it is a shorter and simpler process. The only care recipient information added to the assessment is the number of children or disabled adults that the older relative caregiver cares for.

Page Navigation

The Caregiver Assessment for an Older Relative Caregiver category is a one page assessment. Once the page is created, no additional information is required prior to approval of the assessment.

Create New Assessment

Follow the steps in the table below to start a new Older Relative Caregiver Assessment for Caregiver Category "Older Relative Caregiver for Child(ren)" or "Older Relative Caregiver for Disabled Adult(s)".

Step	Action	Result
1.	Using Person Search, locate the Caregiver (Older Relative).	The person record displays in Search Results.
2.	Click on the **Update Person** icon. 📝	The Person Admin/Home page displays.
3.	Check the *Person Roles* region to confirm he/she has the Caregiver Older Relative role, and that the role is Active.	Confirms the Person record has the correct Caregiver role. Note: Refer to the previous 'Person Administration' section on adding the role, if necessary.
4.	Confirm other required fields are complete: • First and Last Name (Middle is optional) • Date of Birth • Gender • Race • Ethnicity • Residential Address	Ensures the Assessment can be saved in Approved status.
5.	If any updates were made in step 4, click on the **Save** button in the *Person Administration* region.	Changes are saved.
6.	Click on the **Person Forms** button in the main navigation bar.	The **Customer Forms Listing** for the Caregiver Older Relative displays.

Home Person Search Person Admin **Person Forms** Case Log
Organizations Org. Members Share-Transfer Workload

KAMIS ID: 821341 Name: ADRC04, CONSUMER163 Customer Status: ACTIVE ;CAREGIVER OLDER RELATIVE
Orgs: Primary: JAYHAWK AREA AGENCY ON AGING No Secondary

Customer Forms Listing

Create New Form

Form Type	Form Date	Form Status	Organization	Unmet Needs	Plan of Care or Service Authorization	
CAREGIVER ASSESSMENT	08/20/2021	APPROVED	4		WORK IN PROGRESS	🖨

Create New Assessment   *continued*

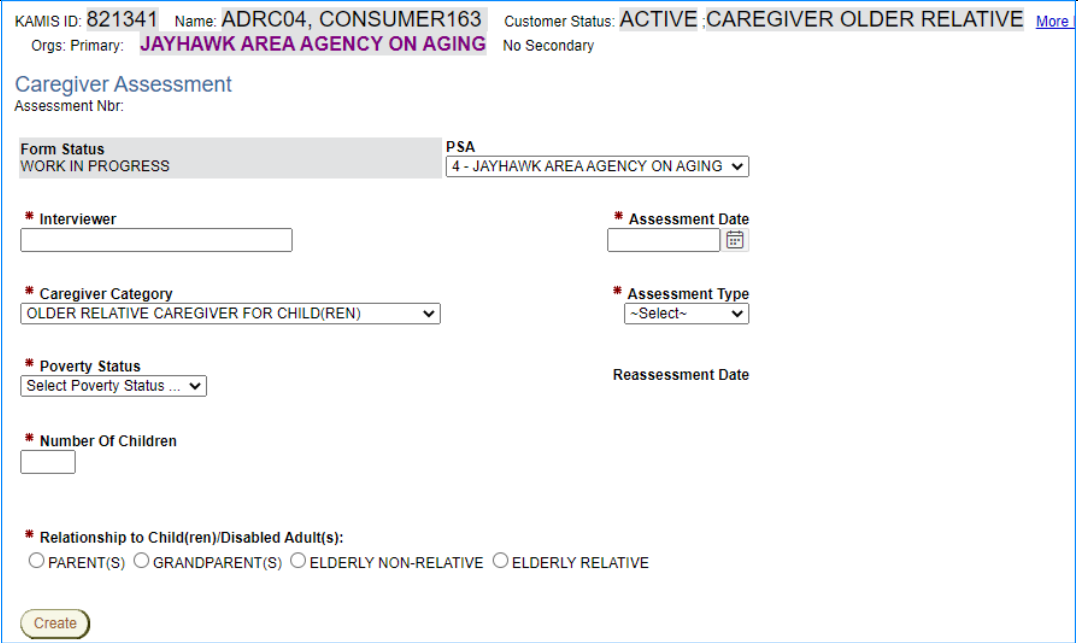| Step	Action	Result
7.	Click on the **Create New Form** button.	A list of available forms displays.
8.	Click on the **Caregiver Assessment** button.	The form opens with the Form Status defaulting to 'Work in Progress,' and the PSA populated with the logged-in user's organization.
9.	Type the interviewer's name in the **Interviewer** field.	Required
10.	Enter the **Assessment Date (**mm/dd/yyyy format) or use the Date Picker to select the date	Required
11.	Choose the **Caregiver Category** appropriate for this caregiver.	Required. The Person Role assigned to the caregiver determines what options are available in this drop-down list.
12.	Select the **Assessment Type** from the drop-down list.	Required. If this is the first assessment for this Older Relative Caregiver, choose Initial.
13.	Select the **Poverty Status** of the caregiver.	Required.
14.	Enter the **Number of Children** or **Number of Disabled Adults** the caregiver cares for.	Required. The option displayed depends on which Older Relative Caregiver Category is selected.
15.	Select caregiver's **Relationship to Child(ren)/Disabled Adult(s)**.	Required.
16.	Click on the **Create** button.	The form is created, and an assessment number is assigned.

Create the Caregiver Assessment (Role: Caregiver Older Relative), continued

Create New Assessment

continued

Step	Action	Result
17.	The **Reassessment Date** field is calculated and populated after the form is saved.	One year minus one day after the Assessment Date.
	New Older Relative Caregiver assessment:	

KAMIS ID: 821341   Name: ADRC04, CONSUMER163   Customer Status: ACTIVE ;CAREGIVER OLDER RELATIVE
Orgs: Primary: JAYHAWK AREA AGENCY ON AGING   No Secondary

Caregiver Assessment
Assessment Nbr: 1757852

Form Status
WORK IN PROGRESS ▾

PSA
4 - JAYHAWK AREA AGENCY ON AGING ▾

* Interviewer
Interviewer1 ADRC04

* Assessment Date
09/09/2021

* Caregiver Category
OLDER RELATIVE CAREGIVER FOR CHILD(REN) ▾

* Assessment Type
Reassessment ▾

* Poverty Status
Above poverty level ▾

Reassessment Date
09/08/2022

* Number Of Children
2

* Relationship to Child(ren)/Disabled Adult(s):
○ PARENT(S)   ○ GRANDPARENT(S)   ◉ ELDERLY NON-RELATIVE   ○ ELDERLY RELATIVE

(Save)

The form is now complete and can be approved. Continue with the next section "Approve the Caregiver Assessment".

Approve the Caregiver Assessment

Overview   When all the required Caregiver/Older Relative Caregiver assessment fields are completed, the final step to completing the assessment is to approve it.

Approving the assessment triggers form validations that ensure all required information has been entered. Once approved, links to the Plan of Care display in the Caregiver Assessment and on the Forms List. The Plan of Care is where the caregiver's services are added.

How To   Follow the steps in the table below to Approve a Caregiver Assessment.

Step	Action	Result
1.	From the main page of the Caregiver Assessment, select 'APPROVED' from the **Form Status** drop-down list.	The status changes to APPROVED
2.	Click on the **Save** button.	• Validations run to make sure all required fields are completed • Assessment is saved in Approved status • All fields change to read only • A link to create the Plan of Care displays

Continued

Approve the Caregiver Assessment, continued

How To   *continued*

Note: If any required fields are missing when the Assessment is Approved, an error list will display on the right side of the assessment page. After the missing required fields are completed and the information saved, you can return to the Caregiver Assessment main page and Approve it again.

The errors are in reference to the Caregiver's (Consumer166 Adrc04) person record.

Plan of Care   For assistance in completing the Plan of Care for Caregiver services, refer to Chapter 19a – Plan of Care in the KAMIS II User Manual.

Caregiver Reporting – Service Activity Entry

Introduction   Twice a year, in April and in October, information needs to be reported for Assistance and Information services that were offered during the defined timeframes. The *Service Activity Entry* form is used for reporting this information.

How To   Follow the steps in the table below to access the *Service Activity Entry* form and enter information regarding Assistance and Information services activity.

Step	Action	Results
1.	On the KAMIS II home page, under the Reports region, click on the **Caregiver Reports Menu** button.	The Title III-E Caregiver Reports menus for *FFY 2021 & Earlier* and *FFY 2022 & Later* display.
2.	Click on the **Caregiver Reports** button under the "TITLE III-E CAREGIVER REPORTS (FFY 2022 & LATER)" heading.	The FFY 2022 report options display.
3.	Choose *Service Activity Entry* from the **Report Type** drop-down list.	The report-specific options display.

Continued

Caregiver Reporting – Service Activity Entry, continued

How To *continued*

Step	Action	Results
4.	From the **Date Options** choices, select the desired FFY period for which data is being entered.	*Annual (Oct 1 – Sep 30)* or *Semi-Annual (Oct 1 – Mar 31)*
5.	Enter the desired year (4 digits) in the **Fed Fiscal Year** field.	The 4-digit federal fiscal year displays.
6.	Select the **Caregiver Type** for the data being reported.	*Caregiver, Older Relative Caregiver for Child(ren)*, or *Older Relative Caregiver for Disabled Adult(s)*
7.	**PSA** populates automatically with the logged-in user's organization.	
8.	Click on the **Load Form** button. [Load Form]	The **Unregistered Services** entry form displays.
9.	Enter the values for each item.	Required

Caregiver Reports

Unregistered Services

	Estimated Unduplicated Caregivers	Units of Service	Number of Providers
Assistance (Information & Assistance)			
Support Groups			

	Estimated Audience Size	Number of Activities	Number of Providers
Public Information Services			

What percentage of caregivers reported Information received helped to relieve caregiving stress? [   ]

What percentage of caregivers reported Assistance increased their access to support services? [   ]

Comments

[   ]

[Create]   [Close Form]

Continued

How To *continued*

Step	Action	Results
10.	Enter any **Comments** as desired.	Optional
11.	Click on the **Create** button.	A prompt to either create the new record or cancel displays.
12.	Click the **OK** button to save the values entered.	A prompt to close the saved form or to continue editing displays.
13.	Click the **OK** button to close the saved form.	The form is closed and the *Report Criteria* options display.

Service Activity Report

Once saved, the *Unregistered Services* data entered in the Service Activity Entry form is reflected in the Service Activity report, which is also accessible from the Caregiver Reports Menu.

The values for the *Registered Services* in the Service Activity report come from the billing records that are created when the Service Provided (225) process is run for Caregiver plans of care.

Report Period: October 2020 -   PSA: ALL

Caregiver Reports

These counts come from the Service Provided (225) process that is run for Caregiver plans of care

	Service Category	# Caregivers Served	Units of Service	Number of Providers
1) REGISTERED Services				
a. Assistance: Case Management	Assistance: Case Management TOTAL	0	0	0
b. Counseling	Counseling TOTAL	15	40	4
c. Training	GROUP TRAINING	0	0	0
	INDIVIDUAL TRAINING	0	0	0
	Training TOTAL	0	0	0
d. Respite Services	RESPITE - IN-HOME	0	0	0
	RESPITE - OTHER	0	0	0
	RESPITE - OUT-OF-HOME (DAY)	0	0	0
	RESPITE - OUT-OF-HOME (OVERNIGHT)	0	0	0
	Respite Services TOTAL	0	0	0
e. Supplemental Services	ATTENDANT/PERSONAL CARE	161	6,327	39
	BATHROOM ITEMS	2	317	2
	CHORE	1	6	1
	FLEX	13	10,919	11
	HOMEMAKER	241	14,036	47
	REPAIRS/MAINTENANCE/RENOVATION	1	2,000	1
	TRANSPORTATION	31	16,709	3
	Supplemental Services TOTAL	320	50,313	65
REGISTERED Total Unduplicated		333	50,353	67

Continued

Caregiver Reporting – Service Activity Entry, continued

Service Activity Report

Continued

These counts come from values entered in the Service Activity Entry form

2) UNREGISTERED Services		Estimated Unduplicated Caregivers	Units of Service	Number of Providers
f. Assistance (Information and Assistance) from tally		3,000	950	3
g. Assistance from CAP		0	0	0
h. Support Groups from tally		0	0	0
i. Public Information Services from tally		35,500	3,200	2
Additional Items				
Items or services purchased with Flex Service Funds:	None Reported			
What percentage of caregivers reported Information received helped to relieve caregiving stress?	95			
What percentage of caregivers reported Assistance increased their access to support services?	95			