

July 1, 2010

**CRITERIA FOR DISTRIBUTION OF ESMC
WAITING LIST ONE-TIME CRISIS FUNDS
July 2010 through June 2011**

The ESMC Committee will use the following criteria in determining who is eligible for distribution of ESMC One-Time Waiting List Crisis Funding.

Prior to screening at the ESMC Committee, all community, natural and family resources must be documented, explored and/or exhausted. The Program Administrative Manger (APM) will screen the ESMC referral worksheet to assure that it meets the criteria for One-Time Waiting List Crisis Funds and will provide recommendations regarding appropriateness of funding.

Guidelines to Differentiate funding “Needs” from “Wants” for One-Time Waiting List Crisis Funding:

One or more of the following must apply:

- If there is an immediate but temporary health crisis and/or safety issue for the individual and/or family that would be mitigated by one or more of our services / supports;
- If the person is in imminent or immediate risk of abuse, neglect, or exploitation, i.e. within 30 days.
- If the individual’s family is at immediate risk of physical abuse due to the consumers uncontrolled aggression toward a parent or family member.

All of the following must apply:

- If requested one-time service/support could help prevent placement in a more restrictive setting;
- If the temporary funding would reduce or resolve the crisis situations to the extent that it would enable the individual to continue to reside in their home.
- Only when one-time services/supports has been determined to be the most appropriate way to address the need when compared to other available approaches, i.e. natural supports, other agency supports, or less restrictive Division supports.

In-Home Supported Living / In or Out of Home Respite Supports (i.e. family support, respite, or supported living) are a Need rather than a Want when one or more of the following apply:

- The person with a disability requires a primary caregiver, but the primary caregiver has an acute / temporary health or emotional condition that significantly limits caregiver’s ability to provide needed care;
- When the person with a disability requires temporary /short-term in-home care beyond what families are capable of providing for themselves (e.g. babysitter for

- teenaged child is not typically something a family should provide, whereas it is typically expected that families would provide this for a younger child);
- When the person with a disability requires temporary / short-term care that cannot be provided by the caregiver without outside help because the caregiver is responsible for other family members who also require temporary specialized support or supervision;
 - When the individual's uncontrolled behavior puts the parent and/or family members in fear of their safety due to imminent physical abuse.
 - When the in-home placement of a child with a disability is at risk because caregiver's livelihood is jeopardized without temporary / short-term services/supports.

Guidelines for Use of ESMC One-Time Crisis Funding:

1. Funding is for temporary/short term crisis needs that require one-time funds to help mitigate the situation. **A letter shall be sent by the Support Coordinator to the family indicating that these are one-time funds only. This will be clearly indicated in the ESMC minutes. Individuals obtaining One-Time Funding should not be opened for Waiver Services.**
2. The expenditures of ESMC one-time funds will require close accountability and documentation. Funds that are not distributed through a purchase of service provider will follow the established guidelines for distribution of Cash Assistance Payments. Receipts for services / supports purchased must be attached to the forms submitted to the Regional office.
3. ESMC one-time crisis funds will be limited to \$500 for individuals making payment, for items / supplies through the Self Administered Model (SAM), with a total SAM and contracted provider \$2,000 annual cap for all one-time crisis funds. The ESMC committee may consider exceptions to the established cap based upon the individuals / families circumstances and level need. Additional funding will require the Region to represent to the Committee the continued need.