

TRI-VALLEY, INC.
ADULT FAMILY CARE
INFORMATION SHEET FOR POTENTIAL CAREGIVERS

Tri-Valley's AFC Program offers an opportunity for eligible individuals to remain in a home setting while ensuring their needs are met by an approved qualified caregiver. The AFC program is open to non-relatives who are interested in caring for a person in their home, as well as relatives caring for family members. All AFC caregivers must be at least 21 years of age. Family members who **cannot** be paid AFC caregivers include spouses, parents of minor children under the age of 18 who are enrolling in the AFC program as participants, including stepparents and adoptive parents; and any legally responsible relative, such as a legal guardian or co-guardian.

TYPES OF CAREGIVERS NEEDED:

LONG-TERM caregivers provide care to elders or disabled adults who need assistance with activities of daily living on a long-term basis. This placement is considered permanent until the participant regains their independence or their needs exceed the caregiver's abilities or the AFC regulations. Either party may terminate the living arrangement upon one month's written notice.

ALTERNATIVE caregivers provide care to elders or disabled adults who need assistance with activities of daily living on a temporary basis to provide respite for long-term caregivers.

*Once you are approved as an AFC Caregiver, you are eligible to provide either long-term or alternative care.

RESPONSIBILITIES OF THE AFC CAREGIVER

The AFC caregiver is responsible for providing supervision and assistance with the member's activities of daily living (ADLs) and instrumental activities of daily living (IADLs). ADLs are fundamental personal care tasks that include but are not limited to eating, toileting, dressing, bathing, transferring, and ambulation. IADLs are activities related to independent living which can include but are not limited to shopping, housekeeping, transportation to appointments, meal preparation, and medication management. The AFC caregiver must reside with the member full-time and monitor and report any urgent or non-urgent changes in the member's condition to the AFC provider. More specifics regarding the caregiver's role and responsibilities will be discussed in detail during the initial assessments.

ELIGIBILITY CHARACTERISTICS OF AFC MEMBERS

An AFC member is a person who is at least 16 years of age with a chronic illness or disability that requires assistance with Activities of Daily Living (ADLs). Members may only need cueing and supervision with ADLs or may need total physical assistance. These needs are determined through an extensive assessment process separate from the caregiver assessment. If you are applying to have a non-related person live with you, these needs will be clearly outlined to you by AFC staff in advance of the individual moving in with you.

MATCHING SERVICES:

If you are a person willing to open your home to care for a non-relative, every effort will be made to match you with a member as quickly as possible. This is not a fast process, as we are committed to identifying matches that will last. Both the caregiver and member are involved in the selection process and visit one another prior to placement. The member and the caregiver must choose to live together; no one is placed without it being mutually agreeable to both parties. All caregivers, either non-related or a relative, are given initial and on-going training by the AFC staff.

PAYMENT TO CAREGIVERS:

AFC caregivers receive payment from Tri-Valley, Inc. once per month. *Please note that AFC services must first be provided, then billed and paid for by the insurance provider. Because of this, there is a four-week gap in payment. For example, services provided in January are not paid to the caregiver until February; February services are paid in March, and so on.

AFC services will begin on the date of enrollment when the AFC contract is reviewed and signed. This is done at the “placement visit” where the AFC RN and CM meet with the caregiver and member to finalize the member’s placement in the home.

Members of the Tri-Valley, Inc. AFC program are expected to pay the caregiver a minimum of \$15 per day for their room and board. Alternative arrangements for room and board can be made in the event the caregiver and member are related and both agree to the terms.

AFC services are paid for through MassHealth Standard or CommonHealth; Senior Care Options (SCO) providers; or One Care providers. In the event the participant loses their insurance coverage, the AFC program will be terminated. All efforts will be made by AFC staff to prevent this from happening. It will be up to the caregiver to work with the participant and AFC staff to help with this process.

DUPLICATE SERVICES:

Adult Family Care is considered a comprehensive program, meaning it meets all of the member’s needs. Members **cannot** receive additional services, such as the Personal Care Attendant program (PCA), Group Adult Foster Care, Home Health Aide services, or ongoing skilled nursing. Utilizing duplicate services may result in termination from the AFC program, and possible legal action taken by the state of Massachusetts or the AFC provider agency.