

North Carolina Lifespan Respite Program

Voucher Award

Issue Date: _____ Expiration Date: _____

Name
Address
City, State, Zip

Dear _____:

We are pleased to provide you this Voucher for Respite Services. The North Carolina Lifespan Respite Program has awarded you, the caregiver of _____ (care recipient), a total of \$500.00 (five hundred dollars) to help offset the cost of respite care for you, the unpaid caregiver. This voucher award is reimbursement-based. You may need to pay the bill prior to the receipt of reimbursement.

Your next step is to select either an individual and/or a provider agency to provide respite care for your care recipient.

Please read the following guidelines carefully and be sure you understand them.

1. You may hire a respite worker (not affiliated with an agency, business, or facility) to provide respite care for the care recipient named above, **as long as the person hired is not actively involved in the hands-on/direct care of the care recipient named above; does not live in the same home as the care recipient named above; and does not have Power of Attorney or guardianship for the care recipient named above.** You may choose to use a respite worker to provide all or some of the \$500.00 worth of respite care authorized in this letter.
2. You may obtain respite care from a provider agency (such as an adult day program or home care agency) to provide all or some of the \$500.00 worth of respite care authorized in this letter. A list of potential provider agencies may be available through your local referring agency or by visiting www.northcarolinarespitecarecoalition.org and clicking "NCRCC resources for caregivers."
3. You may use **BOTH** a private respite provider and a provider agency. In doing this, please be very careful not to exceed the total amount of the award as mentioned above. **We will not reimburse you for more than \$500.00 (five hundred dollars) for respite care provided by a private respite provider or a provider agency.**
4. In the event you hire an individual to provide your respite care for the full \$500.00 award and then continue to use the individual for additional respite care that you pay for yourself (or with another voucher), please be aware that certain tax regulations may apply. In the eyes of the Internal Revenue Service (IRS) if you pay an individual (not an agency) \$600 or more in a calendar year, you should be prepared to report these payments to the IRS. Please consult your tax professional with any questions regarding this requirement.

