

# Standardized Respite Tool Public Webinar

July 29, 2025





## **Guiding Principles**

- Respite is an important service for individuals and families
- Respite keeps individuals in the family home
- The tool is person centered
- Build on standardization in other areas, such as IPP and Intake and Assessment
- Maintain necessary services
- Public feedback is informing decision-making
- Work toward January 2026 deadline without compromising quality
- We will monitor outcomes and make adjustments to the tool, as necessary

Welcome

# BURNS & ASSOCIATES

.....  
A Division of HMA



Human Services  
Research Institute

# Agenda

Background

Project Plan & Timeline

Standardized Respite Tool

Proposed Monthly Hours

Standardized Respite Tool Walkthrough

Public Comment

## Why Create a Standardized Respite Tool?

- The community raised concerns about differences in the amount of services people get across regional centers.
- Little Hoover Commission report (April 2023) alleged inconsistencies in services among racial and ethnic groups and among different regions across the state.
- WIC 4435.1(c) (Senate Bill 138, Chapter 6, Statutes of 2023) requires standard tool for assessing need for respite services.



# Background

A new tool is being developed to help Regional Centers determine respite hours.

The goal of the Standardized Respite Tool is:

- Create an easy to use assessment that provides some statewide consistency
- Avoiding big changes to the authorized respite hours that individuals and families currently have
- Reduce differences in authorizations among families with similar needs across the 21 regional centers



## **What is the Standardized Respite Tool?**

- The Standardized Respite Tool will be a form that service coordinators from every Regional Center will use to determine respite service hours.
- The tool will be administered if the IPP identifies a need for respite services.
- The tool will not replace or change the IPP process.
- Administering the tool will be an interactive process between service coordinators and families.
  - Statute requires regional centers to obtain information about respite needs from family members and, when appropriate, from other caregivers.

## Standardized Respite Tool Implementation



The Standardized Respite Tool will be translated into multiple languages, including Spanish, Chinese (Simplified and Traditional), Vietnamese, Tagalog and Korean



Implementation will be in 2026



If a family or individual believes the need is different than authorized in the tool, they can request an exception.



DDS will issue guidance to regional centers prior to implementation to address potential impacts to current service authorizations.

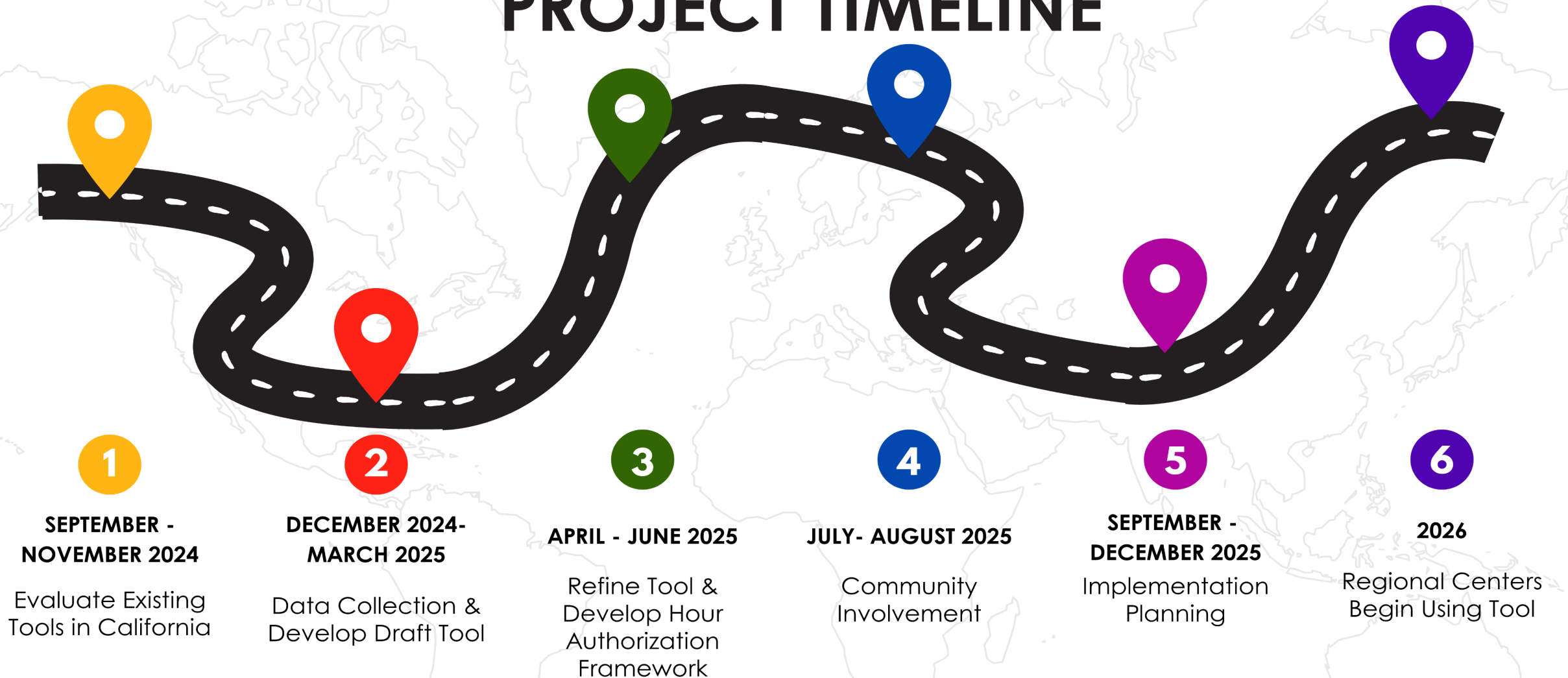


DDS will monitor outcomes and make adjustments as appropriate.

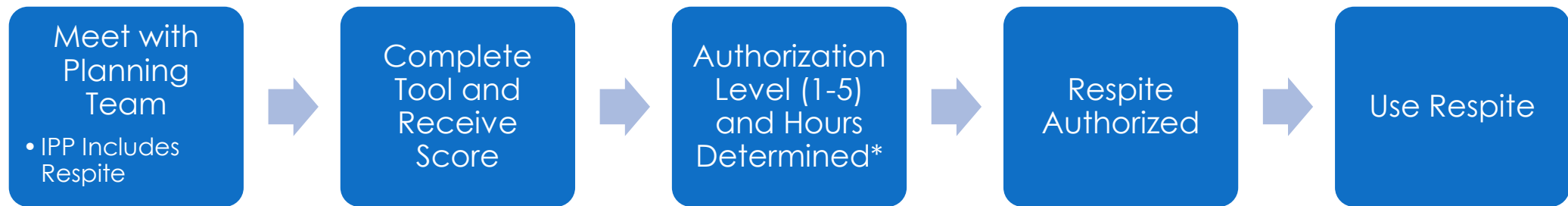


# Project Plan & Timeline

## PROJECT TIMELINE



## Process for Determining Respite Hours Using Standardized Respite Tool



\*Exceptions may be granted based on need

## What is an Authorization Level?

An “Authorization Level” would define the number of respite hours needed based on the score generated by the Standardized Respite Tool



# Standardized Respite Tool

Factors That Determine Authorization Level	
Individual Information Resources & Supports Individual Needs, including: <ul style="list-style-type: none"><li>• Age of the Individual</li><li>• School/Childcare/Day Program/Work/Other Program Attendance</li><li>• Medical Needs</li></ul>	<ul style="list-style-type: none"><li>• Mobility</li><li>• Activities of Daily Living</li><li>• Social Needs</li><li>• Behavioral Needs</li><li>• Safety Needs</li><li>• Communication</li></ul> Caregiver Stress Survey Special Circumstances

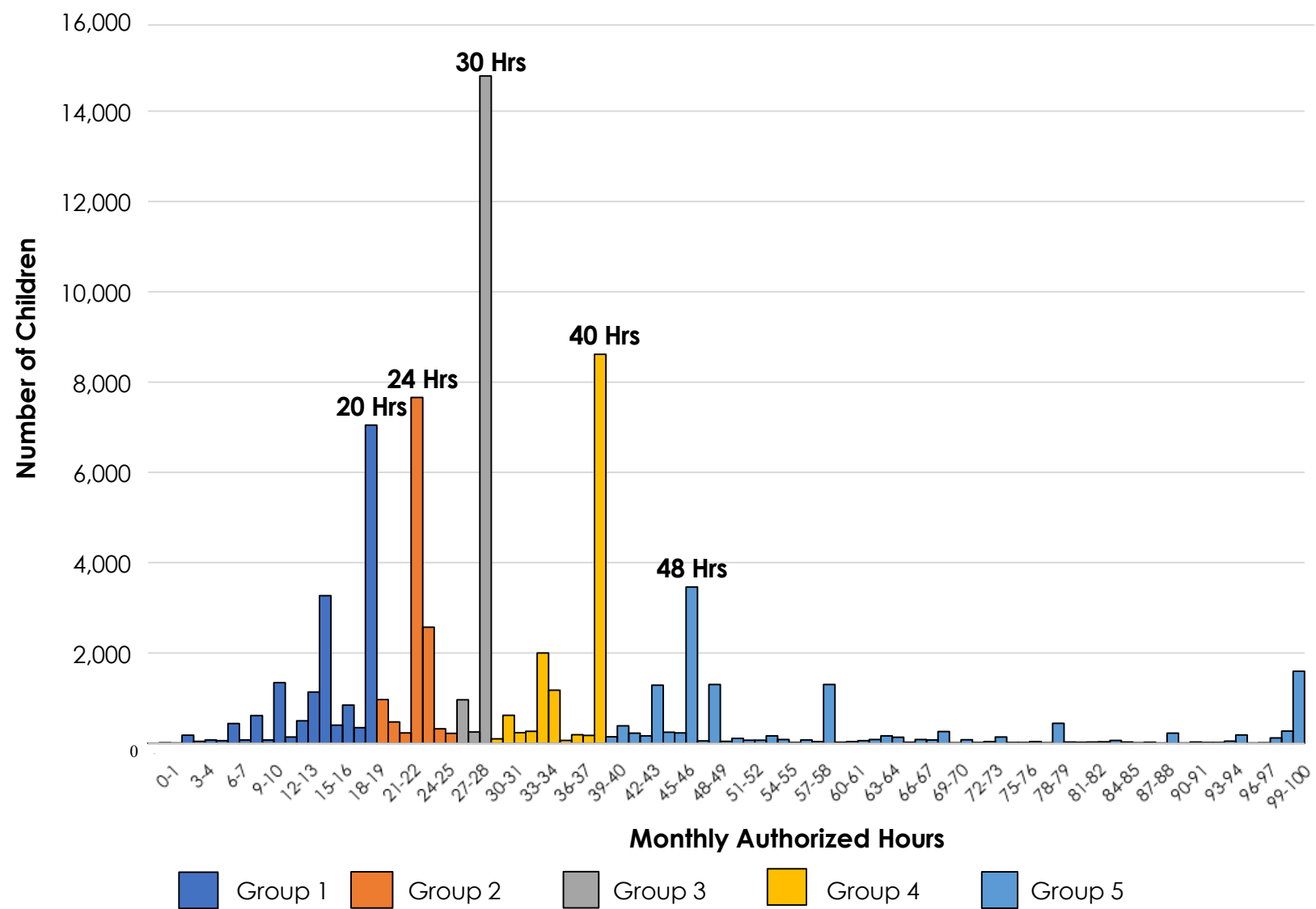
Standardized Respite Tool scores are based on the responses to the above factors. Score results equate to one of five levels, from lowest to highest.

## Proposed Hour Authorization Framework Analysis

- Analyzed monthly authorization Purchase of Service (POS) data for respite
  - Separated Children from Adults
  - Number of people authorized at each hour amount from lowest to highest as authorized under current practice
  - Grouped distribution of currently authorized hours into five distinct groups
  - Identified the most frequently authorized hours for each group
- Result: The most frequently authorized number of hours for each group were used to establish the hour authorization for each level.
- Reminder: The tool would generate a score which will determine the hour authorization level.

# Proposed Monthly Hours

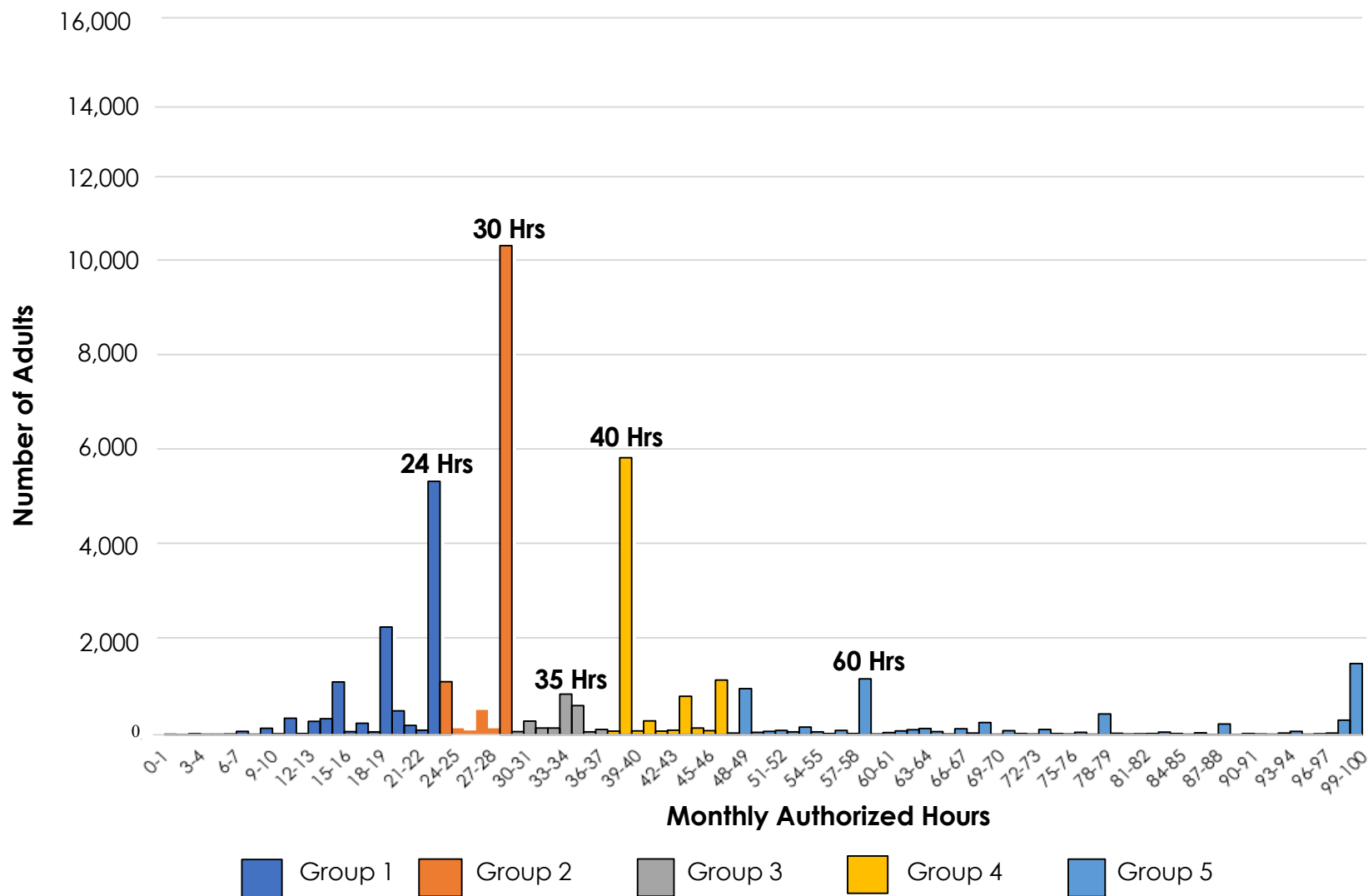
Monthly Authorized Hours: Children  
POS Data Fiscal Year 2023-24





# Proposed Monthly Hours

Monthly Authorized Hours: Adults  
POS Data – Fiscal Year 2023-24



# Proposed Monthly Hours

## Proposed Monthly Hours

### Children

	Respite Tool Score	Child Hours
Level 1	0 – 35	20
Level 2	36 - 51	24
Level 3	52 - 69	30
Level 4	70 – 85	40
Level 5	86+	48

Low Level  
of Need



High Level  
of Need

### Adults

	Respite Tool Score	Adult Hours
Level 1	0 – 30	24
Level 2	31 – 45	30
Level 3	46 – 65	35
Level 4	66 - 86	40
Level 5	87+	60

# Standardized Respite Tool Walkthrough

## The Department Would Like Your Feedback

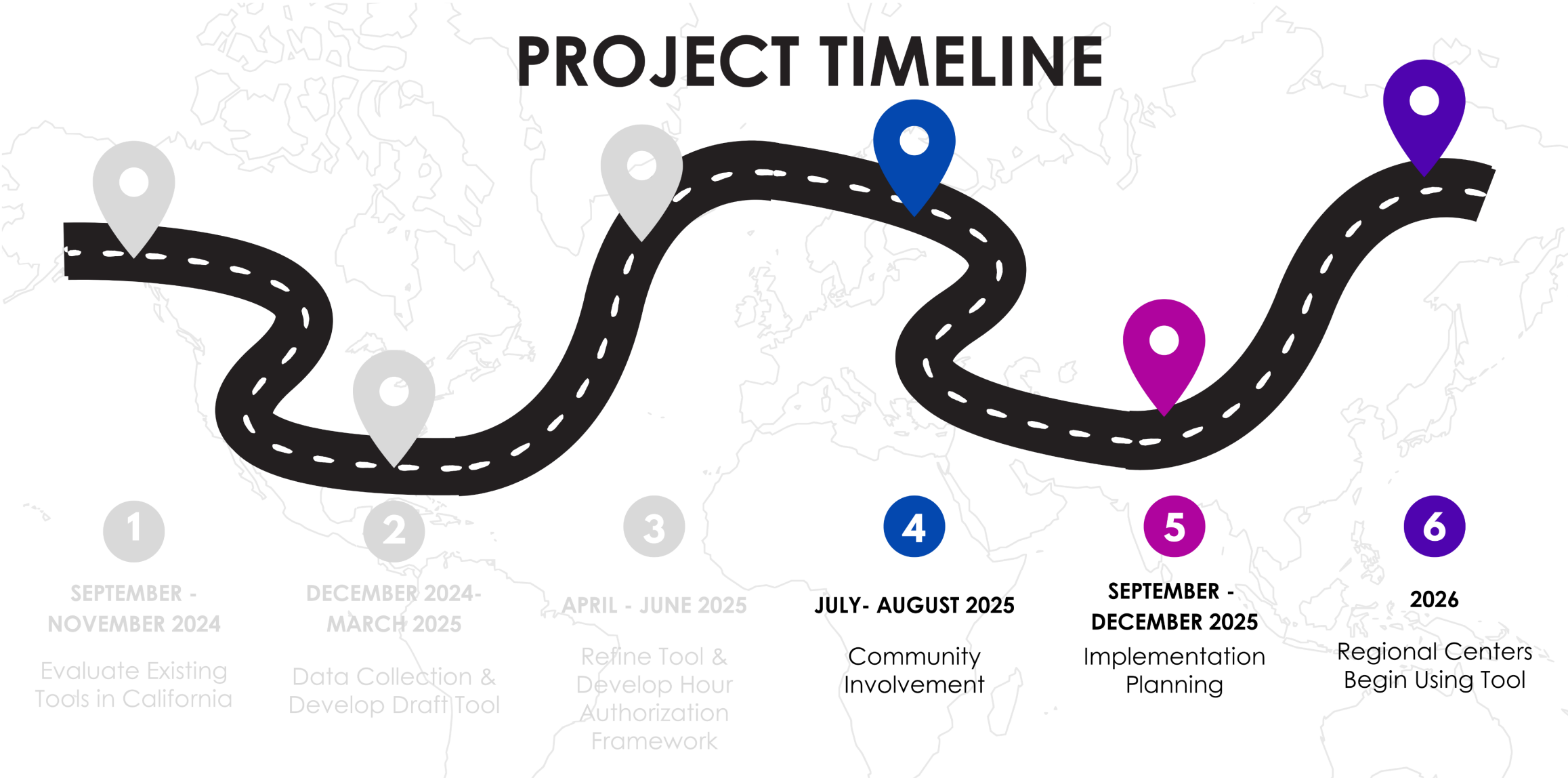
Public comments are welcomed and encouraged.  
DDS will consider all comments.

Revisions to the tool will be made based on public  
feedback, as necessary.

Public comments are being received now through  
**August 28, 2025**



# PROJECT TIMELINE



# Public Comment

## Public Comment Resource Information

Public comments are being received now through **August 28, 2025**

Draft Standardized Respite Tool will be available in the following languages

- English
- Spanish (coming soon)
- Simplified Chinese (coming soon)
- Traditional Chinese (coming soon)
- Vietnamese (coming soon)
- Tagalog (coming soon)
- Korean (coming soon)

### Other Resources

- PowerPoint presentation (English and Spanish)
- Feedback Form (all languages listed above)
- Question and Answers (all languages listed above)
- Voicemail: 1-888-787-1621



Thank You

