

THE RESPITE CARE REFERRAL PROGRAM REGISTRY



The Respite Care Referral Program maintains a registry of **self-employed** caretakers. Clients and families may be looking for assistance with meal preparation, shopping, transportation to doctors' appointments, bathing, and other daily activities. The Respite Care program provides names and phone numbers of registry members for them to contact.

As self-employed contractors, Respite Care workers negotiate with and are paid directly by the client.

Respite Care workers make their own schedule. You can work as much or as little as you like – in the areas you wish to work!

Duties & Responsibilities

Respite Care workers are expected to provide personal and supportive in-home services to elderly and to disabled persons of any age. Workers assume responsibilities for the health, safety, and mental well-being of the client. Workers perform tasks that are needed to maintain the client in his/her home and assure a safe and sanitary environment. Workers are alert to changes in the client's status that may require further intervention of health or safety professionals.

The Application Process

Respite Care Workers must be a U.S. citizen or be legally eligible to work in the U.S. In addition, candidates must:

- Be a resident of Anne Arundel County;
- Have a valid driver's license & automobile;
- Complete the *RCRP Application* and release forms for reference checks and for a criminal background investigation;
- Provide two professional references and one personal reference.

Criminal background checks must be "clean" in order for the application to be processed.

Once the background and reference checks are completed, the candidate will be scheduled for an information session and for the next training session. Placement on the registry is dependent on completion of this process and receipt of the registration fee.

Training

In order to qualify to become a member of our referral registry, you must be trained either as a Certified Nursing Assistant or as a Companion Caregiver.



If you are a licensed Certified Nursing Assistant (CNA/GNA), you will need to attend the one-day *Refresher Course*.

All other applicants must attend the program's three-day *Companion Caregiver*

Training before placement on the registry.



All trainings are held at the Department of Aging & Disabilities' office on Riva Road in Annapolis.

On-going Training



The Respite Care Referral Program offers numerous opportunities for on-going training. Monthly in-service trainings are held

in Glen Burnie and Annapolis. Topics are varied and include *Infection Control and Standard Precautions, Dealing with Difficult Behaviors, the Mechanics of Caregiving, and Care of the Terminally Ill Client*.

Caregiver Workshops are held at the County's Senior Activity Centers. The three-session series is presented in the Fall and Spring. Single session workshops are also presented during the year.

In addition, a *Self-Employment Workshop* and *Caregivers' Conference* are offered annually.

The Respite Care Referral Program will assist Companion Caregivers in attending Anne Arundel Community College's Certified Nursing Assistant program by paying the tuition and fees associated with the course.

