

MISSION STATEMENT

*The mission of the Respite Care Referral Program is to assist the frail, elderly and disabled to stay in their homes; to provide quality care at a lower cost; and to provide relief to family caregivers.*



For an Application

Call 410-222-4464 ext 3094  
or download from the web at:  
<http://www.aacounty.org/Aging/needinCare/respiceCare.cfm>

Visit us on the Web

<http://www.aacounty.org/Services/R/respiceCare>

Anne Arundel County Department of  
Aging & Disabilities

2666 Riva Road, Suite 400  
Annapolis, MD 21401

RESPITE CARE  
REFERRAL PROGRAM  
WORKER REGISTRY



*I am only one, but still I  
am one. I cannot do  
everything, but still I can  
do something. I cannot  
refuse to do the  
something I can do.*

*Helen Keller*

*Anne Arundel County  
Department of  
Aging & Disabilities*

# 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.
- 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 Home Health Aide or as a Companion Caregiver.



If you are a licensed Certified Nursing Assistant (CNA/GNA) or Patient Care Tech (PCT), you will need to attend the half-day *Home*

*Health Aide Orientation*.

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.



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.

Workers are required to attend a minimum of four (4) hours of training with the Department each fiscal year in order to maintain their status on the registry.

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.

