



YMCA Kinship Respite Client Packet Fiscal Year 2018-2019

What is a Kinship Family?

Kinship refers to relative caregivers. "Relative" means an adult who is related to the child by blood, adoption, or affinity within the fifth degree of kinship, including stepparents, stepsiblings, and all relatives whose status is preceded by the words "great", "great-great", or "grand," or the spouse of any of these persons, even if the marriage was terminated by death or dissolution. The relative caregiver acts as the primary caregiver of a child because the biological parent is unable to do so for a variety of reasons. Most commonly the relative caregiver is a grandparent raising their grandchildren.

What does Respite mean?

Respite is defined as "an interval of rest or relief." Aging & Independence Services (AIS) provides these kinship caregivers the chance to have their children enrolled in childcare, before and after school care and any type of camp available for children, which gives caregivers time for rest and relief.

Forms to FILL OUT AND RETURN:

- Client Contract: Respite Program*
- Respite Request Form (one for each child)*
- Client Information Packet (Must include copy of photo I.D.) Must be 55 years or older*

Need More Information?

Contact the YMCA Kinship Respite Program at 619-281-8313 ext. 10742

Please fax, email or mail completed forms to:

***YMCA Youth & Family Services, ATTN: KINSHIP Respite Program, 2929 Meade Avenue
San Diego, CA 92116***

Fax: 619-543- 9491

Email: kinshiprespite@ymca.org or agallegos@ymca.org

Website: www.ymca.org/programs/family-and-social

After you have received respite services please complete the "Satisfaction Survey" and mail it back to the YMCA Kinship Respite Program. We need your feedback!

YMCA KINSHIP RESPITE TERMS AND CONDITIONS DISCLAIMER

- ***Kinship Caregiver must be 55 years old or older to be eligible for the Kinship Respite Program***
- ***Incomplete and/or illegible Respite application packets will NOT be approved or processed***
- ***Based on funding and available hours, each child is ELIGIBLE for UP TO 120 hours per fiscal year***
- ***It will take 1 month to review and process the request from the date of confirmation of receipt of complete packet***
- ***The Respite provider does not have to be a YMCA facility***
- ***Respite Program will only approve Traditional Day Camps at YMCA Branches***
- ***Due to high volumes of requests around the summer time, please submit your request at least 2-4 months in advance and have a second option of camp if your first is not available***

CONFIRMATION

Kinship Staff will leave 3 messages or phone call attempts. If the kinship staff doesn't receive a returned call from the caregiver, Respite request will be cancelled.

Approved Respite a Kinship staff will verbally reviewed "Summary of Approved Respite" form to verify the approved Respite. This document is sent via mail or email once verified with caregiver.

CANCELLATION PROCESS FOR CAMP

If the child does not show up for camp, the Kinship Respite Program is responsible for payment. Please be considerate and notify us of change/cancellation at least 24 hours in advance. Failure to do so will result in being dropped to the bottom of the list for future Respite requests and loss of hours

SIGN-IN SHEETS AS DOCUMENTATION

YMCA Kinship requires documentation that your child attended the Respite activity for the number of hours you have requested. Please be aware that these signed sign-in/out sheets are required as documentation of the child's attendance; if no sign-in/out sheets are provided, payment will not be provided

DESCRIPTION OF ELIGIBLE RESPITE SERVICES:

Day Camps:

- Camp must be advertised or categorized as a "camp" (e.g. Adventure Camp) and cannot consist of less than 6 hours a day.
- Cost: The Kinship Respite program can only approve Respite providers whose rates are compatible with YMCA Kinship Respite rate, which averages \$6.32 per hour.

Below are a few examples of eligible camps and/or providers:

- YMCA Camps: Check with your local YMCA branch (TRADITIONAL CAMPS ONLY)
- Boys & Girls Club
- School Camps
- Community Camps
- Church Camps

Kinship Respite does not pay for memberships, classes, or sports leagues (e.g. dance class, pee-wee soccer, tutoring, gymnastics, swimming).

Overnight Camp:

- Overnight camps must be provided by a childcare agency such as the YMCA, but can include school-organized camps (such as 6th grade camp) or other professional providers.

Childcare & AM/PM Care:

- Childcare providers must be licensed and show proof of licensure. Childcare is short term (3-4) weeks for full time, but longer for part time. Have a plan for long term childcare.
- Must consist of a minimum of two consecutive hours per day
- AM/PM Care (Before or After School Care): Includes agency, school or park/recreation
- AM/PM programs. Must consist of a minimum of two consecutive hours per day

For help finding a Childcare Provider in your area:

- *Free Childcare Referrals - (800) 481-2151*

Special Needs:

- Special needs children include those whose physical and/or behavioral mental functioning require a higher level of services than those provided by typical camps or programs. There are specialty camps for children with physical disabilities, autism, asthma, and other disabilities.
- Must consist of a minimum of two consecutive hours per day