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| Community-based respite 17078 |
| Outcome objective: Victorians have the capabilities to participate  Output group: Disability services  Output: Disability services |

# 1. Service Objective

Community-based respite aims to support people with a disability, their families and carers, to maintain positive family and carer relationships, through the provision of individually tailored supports.

# 2. Description of the service

Funding for this activity is being withdrawn progressively as clients transition to the National Disability Insurance Scheme (NDIS).

Community-based respite provides support through community based (or in-home) activities or assistance.

Examples of community-based respite include:

* in-home respite
* recreational programs
* holiday programs (and camps)
  + supported community activities.

Support is provided on an individual or group basis.

# 3. Client group

The client group this activity is targeted at people with a disability, as defined under the Disability Act 2006 and their families and carers.

# 4. Obligations specific to this activity

In addition to the obligations listed in the Service Agreement, organisations funded to deliver this activity must comply with the following:

## 4a. Registration and Accreditation

* Independent review and accreditation against the department’s Human Services Standards, unless exempted.
* Registration under the Disability Act 2006.

## 4b. Program requirements and other policy guidelines

* [Disability Support Register (DSR) Guidelines – October 2015](https://services.dhhs.vic.gov.au/disability-support-register-guidelines-word)

<https://services.dhhs.vic.gov.au/disability-support-register-guidelines-word>

* [Disability services access policy](https://providers.dhhs.vic.gov.au/disability-services-access-policy-word)

[< https://providers.dhhs.vic.gov.au/disability-services-access-policy-word >](http://providers.dhhs.vic.gov.au/access-supports)

* [Disability Services Access Policy – an implementation guide](https://providers.dhhs.vic.gov.au/disability-services-access-policy-implementation-guide-pdf)

[< https://providers.dhhs.vic.gov.au/disability-services-access-policy-implementation-guide-pdf>](http://providers.dhhs.vic.gov.au/sites/dhhsproviders/files/2017-08/Disability-Services-access-policy-an-implementation-guide.pdf)

* [Disability Services Planning Policy – Disability Services Division 2009](https://providers.dhhs.vic.gov.au/disability-services-planning-policy-2009-word)

< https://providers.dhhs.vic.gov.au/disability-services-planning-policy-2009-word >

* [Undue financial hardship guidelines – Disability Services](https://providers.dhhs.vic.gov.au/undue-financial-hardship-guidelines-word)

<https://providers.dhhs.vic.gov.au/undue-financial-hardship-guidelines-word>

# 5. Performance

Funding is subject to achieving the performance targets specified in Schedule 2 of the Service Agreement. Performance is measured as follows:

## Key performance measure: Number of hours of community-based respite

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| Aim/objective | To monitor the number of hours of service provided by agencies funded to deliver community-based respite services. |
| Target | The performance measure target is provided in the Service Agreement. |
| Type of count | Cumulative  Non-cumulative |
| Counting rule | Count the number of client hours provided during the reporting period.  Annual targets provided to service providers are divided by 2 to translate to indicative biannual targets, divided by 4 to translate to indicative quarterly targets, and divided by 12 to translate to indicative monthly targets.  Counting rule example:  One service provider staff member provides a two hour group session to four clients. This is counted as eight client hours 2 hours x 4 people = 8  Two service provider staff members provide a two hour group session to four clients. This is counted as two hours for each client, so 2 hours x 4 people = 8 client hours.  Note: Respite coordination and volunteer coordination are not counted as client hours. |
| Data source(s) collection | Agencies enter data on   * Service delivery tracking system * Quarterly data collection/CRISSP   To accurately report 17078 community-based respite in quarterly data collection, report under the former respite activity 17010 and then choose one of the following support types:   * in-home respite * other flexible respite * community access respite   Submit data required as per the quarterly data collection data guide regardless of the reporting mechanism (QDC tool or other). |
| Definition of terms | A client is defined as an individual receiving community-based respite.  Client hours are defined as hours of support received by clients. Client hours only include time spent providing support directly to clients. |

# 6. Data collection

The reporting requirements for this service are:

| Data collection name | Data system | Data set | Reporting cycle |
| --- | --- | --- | --- |
| Service delivery tracking (SDT) | FAC/SAMS2 | SAMS2/Service delivery tracking data set | Monthly |
| Quarterly data collection – disability | Quarterly data collection – tool | Quarterly data collection – minimum data set | Quarterly |

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