



## Respite Care Service Standard

Texas Department of State Health Services, HIV Care Services Group – [HIV/STD Program](#)

Subcategories	Service Units
Adult	Per hour
Child Living with HIV	Per hour
Respite Care	Per hour

### Health Resources & Services Administration (HRSA)

#### Description:

Respite Care is the provision of periodic respite care in community or home-based settings that includes non-medical assistance designed to provide care for a HRSA Ryan White HIV/AIDS Program (RWHAP)-eligible client to relieve the primary caregiver responsible for their day-to-day care.

#### Program Guidance:

Recreational and social activities are allowable program activities as part of a respite care service provided in a licensed or certified provider setting, including drop-in centers within HIV Outpatient/Ambulatory Health Services or satellite facilities.

#### Limitations:

Agencies may not use funds for off-premises social or recreational activities or to pay for a client's gym membership. Agencies may not fund informal respite care. HRSA does not permit direct cash payments to clients.

## **Services:**

Services funded under this category relieve primary caregiver(s) responsible for providing day-to-day care. A caregiver is defined as someone who cares for a person living with HIV.

## **Universal Standards:**

Service providers for Respite Care must follow [HRSA/DSHS Universal Standards](#) 1-63 and 202-205.

## Service Standards and Measures:

The following standards and measures are guides to improving health outcomes for people living with HIV throughout the State of Texas within the Ryan White Part B and State Services Program.

Standard	Measure
<p><b>Client Intake:</b> Agency staff must initiate an intake within five business days of the referral to include the following:</p> <ul style="list-style-type: none"> <li>• The client's primary caregiver</li> <li>• The needs of the client, as applicable</li> <li>• Documentation supporting the need for respite care</li> </ul>	<ol style="list-style-type: none"> <li>1. Percentage of clients with documentation of an intake completed within five business days of the referral.</li> <li>2. Percentage of clients with documentation of the need for respite care.</li> </ol>
<p><b>Service Delivery:</b> Staff must document all services provided, and the agency must maintain this documentation in the client's files. Documentation must include:</p> <ul style="list-style-type: none"> <li>• The time and date of each service provided</li> <li>• The duration of services</li> <li>• The setting or method of service delivery</li> </ul> <p>When staff identify a need outside the scope of Respite Care, staff should refer the client to appropriate medical or support services.</p>	<ol style="list-style-type: none"> <li>3. Percentage of clients with documentation of services provided, including:               <ol style="list-style-type: none"> <li>a. The time and date of each service</li> <li>b. The duration of services</li> <li>c. The setting or method of service delivery</li> </ol> </li> </ol>
<p><b>Discharge:</b> The agency and client will collaborate on a discharge plan for any clients leaving services. Staff must document the reason for discharge in the plan, which may include:</p> <ul style="list-style-type: none"> <li>• The client no longer needs services</li> <li>• The services needed are outside the scope of respite care</li> </ul>	<ol style="list-style-type: none"> <li>4. Percentage of discharged clients with a discharge plan that includes the reason for discharge.</li> </ol>

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| <ul style="list-style-type: none"><li>• The client has moved out of the area</li><li>• Unacceptable client behaviors as defined per agency policy</li><li>• The client has not attended or received respite care per agency policy and procedure</li><li>• The client is deceased</li></ul> |  |
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## References:

Division of Metropolitan HIV/AIDS Programs, HIV/AIDS Bureau (HAB). [Ryan White HIV/AIDS Program \(RWHAP\) National Monitoring Standards for RWHAP Part A Recipients](#). Health Resources and Services Administration, March 2025.

Division of State HIV/AIDS Programs, HIV/AIDS Bureau (HAB). [Ryan White HIV/AIDS Program \(RWHAP\) National Monitoring Standards for RWHAP Part B Recipients](#). Health Resources and Services Administration, March 2025.

Ryan White HIV/AIDS Program. [Policy Notice 16-02: Eligible Individuals & Allowable Uses of Funds](#). Health Resources & Services Administration, October 22, 2018.