



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3280 RUSSELL ROAD
QUANTICO, VA 22134-5103

IN REPLY REFER TO:
1754
MRY-1
28 Jun 2010

From: Commandant of the Marine Corps
To: Exceptional Family Member Program Families

Subj: EXCEPTIONAL FAMILY MEMBER RESPITE

Ref: (a) MARADMIN 308/10
(b) MARADMIN 068/09

Encl: (1) Quick Reference
(2) How Level of Need is determined

1. This letter is to advise you of changes to the EFMP Respite Program and what you need to know.

2. In 2008, the Marine Corps Exceptional Family Member Program (EFMP) rolled out an important new service for our families. EFMP families throughout the Marine Corps describe respite as a lifesaver. We are dedicated to safeguarding this important support. To initiate respite service, MC EFMP established two forms of respite service; the installation reimbursement model and a national model. Installation reimbursement is managed locally. In this model, the parent recruits and pays the respite provider and MC EFMP reimburses the authorized "per hour" rate to the family. The second form of respite has been provided through a cooperative agreement with the National Association of Child Care Resource & Referral Agencies (NACCRRA).

3. Today, the majority of our families utilize the installation reimbursement program. Families report that the ability to recruit and train their own providers is invaluable. National services like Military OneSource (<http://www.militaryonesource.com/>) have made connecting with experienced providers easier than in the past even when families are in new locations. In addition, local EFMP offices are now well established and able to help families locate needed resources. Our installation reimbursement program is administrated by MC EFMP Program Managers who ensure that the provision of service aligns with Marine Corps policy. We have found that this "direct connection" facilitates the delivery of respite in a fair and consistent manner. It is crucial that

Subj: EXCEPTIONAL FAMILY MEMBER RESPITE

respite service is provided according to policy and that families receive fast, fair and friendly support. If you utilize this installation reimbursement model, you need to contact your installation Program Manager to verify your authorized the rate of reimbursement.

4. NACCRRRA's assistance has helped MC EFMP establish a viable respite program. At the end of the 2010 Fiscal Year, MC EFMP and NACCRRRA will discontinue our partnership and MC EFMP will transition all families to the installation reimbursement program. MC EFMP is working with NACCRRRA and has taken steps to ensure that this transition provides sufficient time for a smooth and seamless changeover by building two stages of transition. By 1 August, MC EFMP will transition families who require level 1 or level 2 supports.

5. Per our request, the remaining 15 USMC families requiring level 3 or level 4 support are expected to be able to continue service through the end of the fiscal year, 30 September. NACCRRRA will determine the ending date of service and so we cannot guarantee that services will be available through 30 September. For this reason, if you use NACCRRRA for your respite, contact your installation program manager to discuss transition right away to avoid a gap in service.


6. If you are from another service, MC EFMP policy provides service to those families who qualify. Other service families should see your local MC EFMP Program Manager to determine if you qualify. It is important that MC EFMP reimbursement aligns to the documented Level of Need (LON) as determined through review of the Exceptional Family Member's medical and educational requirements. To process requests from members of other services, the following documentation should be provided; EFMP enrollment letter, documentation of attachment to MC, documentation of need (DD-2792 and DD-2792-1/IEP). It should be noted that NACCRRRA has not provided documentation for those families receiving respite from other services. For this reason, we will need the identified documentation in order to transition families. We apologize for any inconvenience but stand ready to support those families who qualify.

7. The United States Marine Corps Exceptional Family Member Program is dedicated to improving the quality of life provided to the Marine Corps family. It is important that families have accurate information and support in this transition. All

Subj: EXCEPTIONAL FAMILY MEMBER RESPITE

questions and needs should be directed to local Family Case Workers or Program Managers. MC EFMP is ready to assist you.

8. You can visit our website to find your local EFMP and learn more information concerning the EFMP at: <http://www.usmc-mccs.org/efmp>. If you have questions, contact your Installation Program Manager or HQ EFMP (703)784-0298.


R. LAPORTE
By direction

Quick Reference:

If you use the installation reimbursement program;

- Check with your program manager for the "per hour" amount authorized for your family.

If you use NACCRRA;

- If your child is identified as Level 1 or Level 2, you no longer are eligible for NACCRRA. You should contact your Program Manager to discuss transition to the installation reimbursement program. If you do not know your child's level, your Program Manager can give you that information. You have until 1 Aug to find a provider and register with your Program Manager. The Program Manager can tell you the "per hour" amount authorized for your family.
- If your child is identified as Level 3 or Level 4, you can continue with NACCRRA until notified by NACCRRA. You should contact your Program Manager to discuss transition to the installation reimbursement program. If you do not know your child's level, your Program Manager can give you that information. It is our expectation that you have until 30 September to find a provider and register with your Program Manager, however, NACCRRA has not provided the specific date for transition. The Program Manager can tell you the "per hour" amount authorized for your family.

If you are from another service;

- You may be eligible for MC EFMP.
- The following documentation is required;
 - Proof of EFMP enrollment with your service
 - Documentation that indicates that you are attached to MC
 - Copy of DD-2792 and or other relevant information about your EFM.
 - Contact the local MC Program Manager to register and determine the "per hour" amount authorized for your family.

MC Respite policy;

- <http://www.marines.mil/news/messages/Pages/MARADMIN0068-09.aspx>
- <http://www.usmc.mil/news/messages/Pages/MARADMIN308-10.aspx>

Enclosure (1)

Per hour reimbursement rates are determined by the identified Level of Need (LON). Levels are determined by HQ Medical Screeners. DD2792, DD2792-1, IEP, Behavior Plan, Evaluations and other documentation is reviewed for determination.

Level	1	2	3	4
Requirement→	Typical	Special Attention	Skilled Care	Skilled Nursing
Description→		Support requires some experience or parent-provided training.	Provider requires specific training and/or certification to ensure Health and Safety.	Provider requires licensure (typically medical) to ensure Health and Safety for high risk health and safety concerns.
Provider→	Teenager Neighbor Sibling	(Over 18) Specific Experience Parent Provided Training ABA like strategies	(Over 18) CNA ABA Assistant (formal ABA training) Behavior Specialist CPR certificate required Parent provided training for high risk situations Sign language Assistant	(Over 18) <u>Medical</u> LPN BCABA RN BCBA <u>Other</u> Interpreter (signing)

Enclosure (2)