



Caregiver Support Program Policy and Procedure

Please read the policy and procedure below.

DISCLAIMERS / WAIVERS / CONSENT

To be eligible for any Paralyzed Veterans of America – Wisconsin Chapter (PVA-WI) program/benefit, an individual must be in good standing with the organization, must not be under suspension or subject to disciplinary action, and must conduct themselves in a manner that does not disparage PVA-WI's reputation or mission.

Eligibility Requirements for PVA-WI Programs/Benefits

To participate in PVA-WI programs/benefits, individuals must:

- Meet the eligibility requirements for the applicable program/benefit as outlined in this Manual.
- Comply with all obligations described in the PVA-WI Chapter bylaws, this manual, and any required registration forms. Noncompliance will result in suspension of eligibility until the requirements are met and approved.
- Agree to complete a brief survey, if requested, to aid in research or donor development efforts.

Additional Program Information

- Programs/benefits, policies, and procedures may change at any time and are contingent upon the availability of chapter funds.
- Applications and forms are available at: <https://wisconsinpva.org/forms>.
- For questions or additional information, email info@wisconsinpva.org or call (414) 328-8910.
- All application materials will be kept confidential.

Liability Waiver

By participating in PVA-WI events or programs, participants release and discharge PVA-WI, event organizers, sponsors, volunteers, staff, property owners, affiliated organizations, and their representatives from any liability, claims, or actions arising from injury, loss, or damage experienced while participating in, observing, or traveling to or from an event.

Media Consent

By participating in PVA-WI programs or events, participants grant permission to PVA-WI to use their verbal or written statements, photographs, digital images, and audio or video recordings. These materials may be used for publicity, promotional, educational, or informational purposes, including but not limited to newsletters, websites, social media, marketing materials, and other PVA/PVA-WI communications, in any medium now known or developed in the future.

CAREGIVER SUPPORT PROGRAM POLICY & PROCEDURE

Eligibility

Life Members (residing in Wisconsin with an unpaid caregiver): Eligible

Associate Members: Not eligible

PVA-WI offers the Caregiver Support Program to support unpaid caregivers by providing temporary relief from caregiving responsibilities. This program provides eligible PVA-WI Life Members residing in Wisconsin with access to high-quality, in-home care services at no cost to the member or caregiver.

Program Guidelines

- Eligible members may receive up to 15 hours of caregiver respite services per fiscal year.
- The PVA-WI fiscal year runs from October 1 through September 30.
- Service hours may be used:
 - All at once, or
 - Incrementally over a period of time, based on member needs

Application and Request Procedure

1. Members must complete the **Caregiver Respite Application**, available in the forms section of our website or by visiting: <https://forms.office.com/r/xE4zb2Vsh1?origin=IprLink>.
2. Upon program approval PVA-WI staff will opt the member into the program.
3. **The service provider will contact the caregiver by phone** to conduct an assessment, which includes:
 - The member's care needs
 - Service location
 - Caregiver information

Program Restrictions and Important Notes

- Participation in this program **does not impact or reduce** any existing caregiver funding or benefits the member may be receiving.
- The primary caregiver **cannot be paid** through this program.
- All services are coordinated and provided through the service provider in accordance with program guidelines.
- This program is subject to service provider availability and applicable coverage areas.
- Incomplete applications will result in processing delays.