

I COULD GO...

IF ONLY I HAD A CAREGIVER...

Pamela Hencke & Wendy Heyn



CALENDAR

Su	Mo	Tu	We	Th	Fr	Sa
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8



In a week, **3 of 5** spend more than **40 hours** – the equivalent of a full-time job—on caregiving duties.



Families are the back-up for paid help.



1 of 2 caregivers can't find anyone to hire and are providing all the care.

1 of 2 family caregivers said if family could no longer provide care, their loved one would be unable to remain at home.

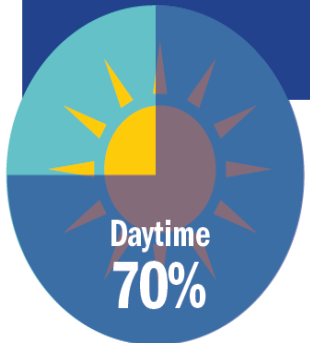
If family members aren't doing the work, people end up in expensive Medicaid-funded institutions.

Families are caregiving all the time.

In 24 hours,

1 of 2 are providing more than 12 hours of caregiving per day.

84% are weekend caregivers.



Families provide **80%** of care for children and adults with disabilities and older adults

[2022 Survival Coalition Family Caregiver Survey](https://wi-bpdd.org/wp-content/uploads/2022/09/SurvivalCoalition_FamilyCaregiver_Survey_results_0722.pdf)

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2/3 of caregivers have left the workforce or decreased their hours

40% left jobs completely

► 2022 Survival Coalition
Family Caregiver Survey

► https://wi-bpdd.org/wp-content/uploads/2022/09/SurvivalCoalition_Family_Caregiver_Survey_results_0722.pdf

58% Need employer to understand caregiver role, responsibilities and have flexibility

47% Job must be close to home, not involve travel

46% Job must have virtual option or flexible hours

44% can only work certain hours

30% can only work part time

20% of families are interrupted during day at least once a week to provide care.

Another **12%** are interrupted more than 5 times per week.



**Survival
Coalition**

Caregiving in the United States 2020 (aarp.org)

Today, more than one in five Americans (21.3 percent) are caregivers, having provided care to an adult or child with special needs at some time in the past 12 months.



This totals an estimated 53.0 million adults in the United States, up from the estimated 43.5 million caregivers in 2015.

The background is a light green and white collage of various community-related icons. These include houses of different colors and sizes, a school building, a factory with smokestacks, a bus, a location pin, and a group of people. The icons are arranged in a grid-like pattern, with some overlapping. The overall theme is community and social support.

It takes a village....

**Identifying
Resources:**

**Where to
'Recruit'
Caregivers for
Respite Care**

Who's in the Village?

Existing
Resources in
Your Life Already

Community
Resources
in Your Own
Area

New
Connections
and Ideas



Existing Resources in Your Life Already



Community Resources in Your Own Area



New Connections and Ideas



Collaborative Program between DHS and UW-Green Bay



Certified Direct Care Professional

[WisCaregivers CDCP](https://wiscaregivercdcp.com)
[\(wiscaregivercdcp.com\)](https://wiscaregivercdcp.com)

1. Step one is to sign-up as an eligible employer. Families participating in CLTS, IRIS, or Family Care can sign up to become employers using this application:

<https://wiscaregivercdcp.com/agencyreg/>

2. After completing registration, WisCaregiver will connect with more information on setting up the free WisCaregiver Connections, powered by Handshake account which is where job openings can be posted for free by our eligible employers.



This organization has a search option too!

[Respite Care Association of Wisconsin Respite Services | RCAW | Respite Care Association of Wisconsin \(respitecarewi.org\)](#)

- Reach out to your CLTS case manager/service coordinator for this and other organizations near you as well.

Our mission is to promote, support, and expand quality statewide respite care across the lifespan.



FREE TRAINING



GRANTS



REGISTRY



ENGAGEMENT



RESOURCES

I NEED RESPITE CARE

SEARCH FOR A PROVIDER

FREE TRAINING PROGRAMS

I WANT TO PROVIDE RESPITE CARE

REGISTER AS A PROVIDER

FREE TRAINING PROGRAMS





Let's
hear from you!

Let's Hear From You!



~Group Interaction~

Where to Hire From?



Agencies

Fiscal Assistance
(FA)

How to Write a Caregiver Job Ad

- ▶ What Information should you share and/or keep private?
- ▶ Brief posting 'public-facing' but also enough info to engage interest!
- ▶ Longer posting to give during the interview process.
- ▶ Where to post the ad?



How to Write a Caregiver Job Ad

What Information should you share and/or keep private?

➤ Short Version and Long Version of the Job Ad

1. What to include in the short version:

- ✓ General Location: city, suburb, town, etc.
- ✓ Gender
- ✓ Age
- ✓ In-home or a different location for the care
- ✓ General idea of when care is needed: part-time, before or after school, nights, weekends, etc.
- ✓ Mobility, Communication of the individual



Continue- How to Write a Caregiver Job Ad

What Information should you share and/or keep private?

- Short Version and Long Version of the Job Ad
 1. Cont. What to include in the short version:
 - ✓ What the respite looks like; i.e. reading books, going for walks, watching movies, etc.
 - ✓ Lifting 'requirement' if applicable
 - ✓ Bathroom/Continence
 - ✓ Prior experience needed?
 - ✓ Willing to train?
 - ✓ Other children or animals in the house?
 - ✓ Pay



Short Version

- Some sites have word limitations

Job description

Our special needs kiddo is extremely happy, laid back, just loves to be loved. Enjoys being read to, loves to play along in games, toys, with hand over hand assist, watching movies, looking at nature outside, going for walks.

Hours are super flexible! Just looking for some respite break.

Not mobile on his own, is nonverbal. Would need to be able to pivot transfer to chair to assist moving, transferring him. Can do some assisted walking, weight bearing to move locations throughout the home, etc. 85lbs He is not able to use utensils, so needs full assistance eating.


Regular changing, as he is incontinent.

Prior experience caring for a child or adult with disabilities, Compassionate personality, CNA would be helpful but not required. Will train! Family has a small dog, Boston Terrier, that is very friendly. non-shedding Thanks!



Short Version


- Some sites let you pre-select identifiers

Job details[Reopen](#)


Occasional Caregiver For Special Needs Teen Who Has Huge Smiles And Hilarious Belly Laughs

Posted 242 days ago

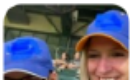
 Teen with Developmental Delays

 \$15-15/hr

 Starts Sep 11

 De Pere, WI

Posted by



Pamela H.



Short Version

- Some other ideas of descriptors

- ✓ Cognitive Disabilities
- ✓ Developmental Delays
- ✓ Mobility Challenges
- ✓ Speech Delay
- 👤 Light housekeeping
- 🍴 Meal preparation
- 🚭 Non smoker
- 🆘 CPR/First Aid trained
- 🐾 Comfortable with pets
- 🚗 Has own transportation
- 📋 Errands/grocery shopping
- 🧺 Laundry
- 🍎 Homework help
- 🚗 Willing to drive children





How to Write a Caregiver Job Ad

- ▶ Long Version
 - ▶ Overall, a much more detailed description of the job duties and what they could include:
 - ▶ More details about the individual who is receiving respite care. (i.e. mobility, eating, meds, etc.) More personal information.
 - ▶ More specific job details and what the respite could all entail (i.e. train to put child in a stander, pick up toys, possible shower if needed, plan activities, crafts, etc.)



How to Write a Caregiver Job Ad

- ▶ Long Version
 - ▶ More information about how the pay works and paperwork including background checks, etc.
 - ▶ Give age requirements and driver's license requirements if applicable
 - ▶ Try to use the long version after the potential candidate meets the individual needing care. You can make sure you have covered mostly all responsibilities in writing so there are no misunderstandings. Easy for items to be forgotten in an interview.



Where to post your job ad?

Where to post your job?

- ▶ Use our earlier resource list
- ▶ Reach out and ask if you can email, drop off, or text your job posting.
- ▶ Online job boards
- ▶ Have your posting in email, text, written, and pdf format
- ▶ Most everything we have discussed is FREE to post!
- ▶ Care.com is the only place that charges and CLTS doesn't reimburse.

Interviewing

Location

Questions

Involvement of individual who will receive the care

Interviewing

Location:

Your home

Coffee Shop, etc.

School

Interviewing

► Sample Questions:

- What is your experience with children who have disabilities?
- What personal values or goals are important to you?
- Why do you want to do this job?
- What personality characteristics do you have that will make you a good caregiver?
- What is your schedule availability?
- What questions do you have for us?

Interviewing

- ▶ Involve the individual receiving care:
- ▶ If your child is able to talk, let them ask a question that is important to them. An example might be about a favorite toy or game.
- ▶ Get feedback from the child after the interview.
- ▶ Have a book or short game for the potential caregiver to engage with the child.

You found
someone to
HIRE!!



Creating a Care Binder



Creating a Caregiver Binder



HR Section

Hiring documents
References
Pay Schedules & Codes
Pay Forms
Spreadsheet of hours, sign in/out,
schedule



Client Specific Information

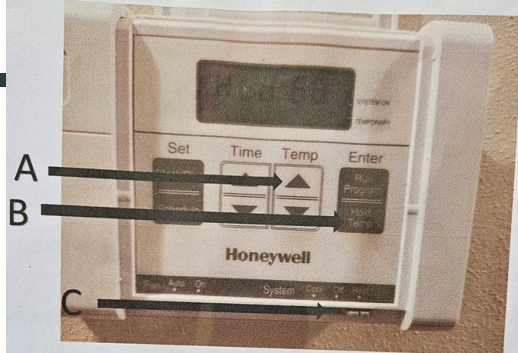
Table of Contents
Family Information
Emergency Instructions
Important Contacts
Feeding Instructions
Medication Information
Play information/tips/ideas
Instructions for Outings
Suggested Outings
What to take
Home information
(dishes/thermostat/etc.)

Aug.27---Sept.2							
Day/Date	Caregiver	Time In/Out	OT/PT/Hip po Swim/Other	Stand er Time (2x Daily) 25 min.	Food	BM Yes/no	Notes
Sunday/27							
Monday/28							
Tuesday/29							
Wednesday/30							
Thursday/31							
Friday/1							

Timesheet example for your Respite Workers

Fall/Winter

Our House Temp



To change the temperature, make sure that letter C is switched to "heat". Our family usual keeps it at 68 during the day time. If you are cold and want to turn it up or down, use the up and down (A) to go to the preferred temp and then press B "hold temp". This will reset to the preferred temp.

FALL – at night we switch C to off. It is healthier for sleeping. Liam can breathe better and it decreases his nosebleeds.







WINTER – at night we use up and down buttons (A) to switch the temp to 60 at night. Once the temp says 60, press B "hold temp". It is healthier for sleeping. Liam can breathe better and it decreases his nosebleeds.

~Sample Pages~

The Heyn Family

We hope that you will get comfortable and become a part of our family. Since you will be in our home, it is natural and unavoidable that you will become an example to our children.

We don't ask that you adopt our beliefs as your own, but we do ask that you are respectful of them. We expect that you reinforce them with our children and not contradict them.

-  Wash your hands as soon as you come inside. Every time. Our family does the same. This keeps Liam (and the rest of us) healthier.
-  Take off your shoes indoors. There are socks and slippers by the door that you are welcome to use. You are also welcome to bring your own indoor shoes/slippers.
-  Pray with the kids prior to eating and bedtime. If you find this uncomfortable, you can ask Sophia to do it with them. When she is not home, Miriam can help.
-  Use good language.
-  Talk only about things that are appropriate for children to hear. If you feel unsure, then err on the side of caution.
-  Use your cell phone sparingly. We understand that you may need to check it or even answer a call at times. Otherwise, we expect that it is put away.

PCW Notes for Liam

- Purposeful play/Communication
 - Puzzles
 - Memory
 - Ball Rolling
 - Blocks
 - Container play (kitchen toys, etc)
 - Tobii songs
- Art/Sensory
 - Help yourself to supplies in front closet
 - Chalkboard easel in basement can be brought up
 - Sidewalk Chalk
- Outside time (sunscreen and hats when necessary)
 - Walks
 - Trampoline
 - Back patio rug play
 - Chalk
 - Sandbox
 - Water play
 - Sledding
 - Wagon rides
- Gross motor
 - Gait trainer
 - Pool
 - Basement swing
 - Basement Steps



Wheelchair Van

5

5 connection points to remember!!!

- 1-Connect the 4 tie downs
- 2-Connect the seat belt
- 3-Rock the chair back and forth to be sure tie downs are locked

Liam's Caregiver Binder

Table of Contents

1. Employee Information
 - a. Fiscal Agency Documents
 - i. Hiring Documents
 - ii. Pay Schedules
 - iii. Pay Forms/Online Instructions
 - iv. Spreadsheet of Hours/Schedule
 - v. Sign in/Sign out
 - ii. Membership Information (museum etc)
 - iii. Van Information and reminders
 - j. Home Information (dishes/thermostat/laundry/etc)
 - k. Liam's school bag
 - i. Contents
 - l. Liam's Outing Bag
 - i. Contents
 - m. Liam's main contacts
 - i. School bus
 - ii. Teacher
 - iii. Other caregivers
 - iv. Grandparents
 - v. Other
2. Info about Working with Liam
 - a. Family Information
 - b. Emergency Procedures
 - c. Photocopies of Liam's Insurance Cards
 - d. Feeding Instructions/Ideas
 - e. Medication Information
 - f. Communication Information
 - g. Children's Hospital Manual on G-Tubes and G-tube feedings
 - h. Play Information/tips/ideas
 - i. Outings
 - i. Ideas



Thank you!

Pamela Hencke & Wendy Heyn