



Your Rights and Responsibilities

The Home Care Referral Registry is designed to assist home care workers find employment and consumers to find a home care worker (Individual Provider) who is able to fulfill their job requirements. Participation on the Home Care Referral Registry is voluntary for consumers as well as home care workers.

Enrollment in the Home Care Referral Registry includes the following:

✓ **Completing the information on the application indicating the type of service you require:**

Routine - worker needed on a regularly scheduled basis.

Relief - worker needed who provides relief for caregivers who need time off on an infrequent basis.

Back-up - worker needed on short notice for back-up when the routine provider is unavailable.

✓ **Identifying your service category:**

Developmental Disabilities Administration

Home and Community Services

✓ **Identifying the time and day you need a worker:**

Morning, afternoon, evening, overnight

Day of the week

✓ **Identifying the type of services you require assistance with:**

Dressing, Transferring, Toileting

Other personal care services

You as the consumer have the right to hire, supervise and terminate employment. Use of the Registry does not commit you to hiring any Individual Provider referred nor does it imply satisfaction guaranteed with hiring an Individual provider.

Information you provide will be kept confidential with the exception of verifying your eligibility to use the Home Care Referral Registry. You can change and update the information on type of service, time and day an in home care worker is needed, and the types of assistance needed on the Home Care Referral Registry. Participation on the Home Care Referral Registry does not replace your need to work with your case manager. The potential Individual Provider you select **must still meet** with your case manager and complete the following three items **prior to starting work**: review your service plan, complete the payment authorization, and sign the IP DSHS contract.