WELCOME TO RESPITE RELIEF

The Pueblo Department of Public Health and Environment has partnered with the Young Men’s Christian Association (YMCA) and Colorado State University Pueblo (CSUP) to bring respite care service to the Pueblo community.

Respite care is offered to the caregivers of children with special needs, ages 2 through 21 years. It is located at the YMCA. The program is staffed by nursing students through CSUP. Your child will be cared for individually by a student and also participate in group activities. A nurse, a student instructor, and a program coordinator will be present for each session.

In order for your child to participate in the program, you will need to complete the attached packet in its entirety. This information will be shared with the student caring for your child so they can prepare activities that will be appropriate for your child. It is exciting to be able to offer this service and provide you with well deserved “Respite Relief”!

When: CSUP nursing staff will contact you once the Respite Packet is completed and turned in to schedule the respite.

Where: YMCA, 3200 E. Spaulding Avenue, Pueblo*

Time: 3:30 – 7:30 p.m.

*Due to the different dietary needs of each child, we are asking that you provide your child with a prepared meal, drink, and a snack. A microwave is available to accommodate a hot meal.

Return completed packet by mail to:
The Pueblo Department of Public Health and Environment
Attention: Fudge Gonzales
101 W. 9th Street
Pueblo, CO 81003

Return completed packet in person at:
Pueblo Department of Public Health and Environment
Clinic Reception, 2nd Floor
101 W. 9th Street
Pueblo, CO 81003

Please Note: Incomplete application packets will not be considered for respite care. A completed respite packet does not guarantee enrollment/acceptance to the Respite Program. Applications will be reviewed to ensure a safe environment can be provided.
Respite Relief Enrollment Form

Child’s Last Name ____________ First Name ____________ Middle Name ____________
Nickname ____________ DOB ____________ Age ____________ Ethnicity ____________
Height ____________ Weight ____________ Gender ____________

Parent / Legal Guardian Information
Name ______________________________________________________________________
Physical Address ______________________________________________________________________
Mailing Address ______________________________________________________________________
Workplace ____________ Work Phone ____________
Occupation ______________________________________________________________________
Home Phone ____________ Email ______________________________________________________________________

Emergency Contact ____________ Phone ______________________________________________________________________
Preferred Hospital: (Circle One)  St. Mary Corwin  Parkview Medical Center  Other ____________
Child’s Physician / Clinic: ______________________________________________________________________ Phone ______________________________________________________________________
Address ______________________________________________________________________
Dentist ______________________________________________________________________ Phone ______________________________________________________________________
Address ______________________________________________________________________
Optometrist: (Eye Doctor) ______________________________________________________________________ Phone ______________________________________________________________________
Address ______________________________________________________________________
Assessment

I. Nature of Disability (mark all that apply)

Developmental Ability:

Cerebral Palsy (wheelchair)  Multiple Sclerosis  Normal Function
Cerebral Palsy (walks)  Hemiplegic  Psychosis
Spina Bifida (wheelchair)  Autism  Learning Disability
Spina Bifida (walks)  Hemophilia  Dyslexia
Spinal Cord (quadruplegia)  Terminally III  Mild Developmental Disability
Spinal Cord (paraplegic)  Seizure Disorder  Moderate Dev. Disability
Hearing Impaired  Diabetes  Severe Dev. Disability
Visually impaired  Down Syndrome  Profound Dev. Disability
Muscular Dystrophy  Attention Deficit Disorder  Other: ____________________________

II. Personal History

This information will be used to determine whether the child’s needs can be met adequately at Parent’s Time-Out. Please circle the ratio of care required in each area for the child.

Child: Staff  Physical:  1:1  2:1  3:1  4:1  Social:  1:1  2:1  3:1  4:1
Eating:  No Assist  Partial Assist  Total Assist
Tube Feeding: (Please explain tube-feedings) __________________________________________

Does your child have Reflux?  Yes  No
Does the child have difficulties swallowing?  Yes  No
List problem foods: ______________________________________________________________

HEARING:  Normal  Hard of Hearing  Total Loss
VISION:  Normal  Legally Blind  Total Loss
SPEECH:  Normal  Mildly Affected  Moderately Affected
  Severely Affected  Few Words  Non-verbal
COMMUNICATION:   Normal  Sign Language  Communication Board
                Aug. Comm. Device  Gestures  Other:____________________

Does the child understand what is said to him / her?  Yes  No
Can the child express his / her needs?  Yes  No
Can the child follow simple commands?  Yes  No

MOBILITY:   Walks  Wheelchair (manual)  Wheelchair (electric)  Walker
            Scooter  Crutches  Cane  Other:____________________

Does the child independently operate wheelchair?  Yes  No

TRANSFERS:   No Assist  Transfer Type (independent / standby)
              Total Assist  Two-Person  Other:____________________

ADAPT. DEVICES:  None  AFO's/Night braces  Prosthesis  Helmet
                Glasses  Hearing Aid  Dentures  Other:____________________

TOILETING:   No Assist  Partial Assist  Total Assist

Assist:

Bladder Control:  Normal  Incontinent  Needs Reminders
Bowl Control:    Normal  Partial  Incontinent  Needs Reminders
Aids Used:       None  Urinal  Catheter (indwelling, condom, self)
                 Toilet Chair  Diapers  Ostomy  Bedpan  Suppositories
                 Enema  Other:____________________

List Toileting Schedule:

____________________________________________________________________
____________________________________________________________________

Describe behavior-related or disruptive toilet habits:

____________________________________________________________________

____________________________________________________________________

Does the child menstruate?  Yes  No  If so, please provide your own necessary supplies.
SOCIAL BACKGROUND

What hobbies / activities does the child enjoy during free time?

List any special behavior problems.

When do behavior problems occur?

Describe effective methods to control difficult behaviors.

Is the child prone to wandering or running away?  Yes  No

Please add any information, positive or negative that staff should know about your child:

III. Medical Information

SEIZURES:  YES  NO

Type:  Frequency:

Describe any warning or aura before seizure:

Date of last seizure:

List medications used for seizures:

ALLERGIES:

Drug / Medication / Herbals:

Environmental:

Food:

Please share any other medical/ health information you feel would be helpful to the staff:

IV. Medical

REMINDER: The enclosed medical form must be reviewed and signed by a physician and returned to Health Care Program for Children with Special Needs two weeks prior to the child’s scheduled session.
Respite Relief

Participant Medical Form

Participant’s Name: ____________________________________________

Medical History

1. Are the participant’s immunization records up to date and complete? YES NO
2. Date if last tetanus shot ____________________________ (Mandatory Information)
3. List any chronic health problems (e.g., asthma, pressure sores, cough, constipation) and treatments of which the medical staff should be aware of: ____________________________________________
4. Does the participant have any known allergies? YES NO If yes, please explain ____________________________
5. Does the participant have seizures? YES NO Current status (i.e. active, controlled): ____________________________

Type of seizure: ____________________________ How often: ____________________________

Medications: List all medications currently taken by the participant. Please attach additional sheet if needed.

<table>
<thead>
<tr>
<th>Med. Name</th>
<th>Dosage Times</th>
<th>Total/Day</th>
<th>Reason Prescribed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
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</tr>
</tbody>
</table>

Please describe how the participant best takes the medication(s)? ____________________________________________

Restrictions:

1. Are there any physical conditions, past operation or injuries which should restrict activity? YES NO If yes, please explain and list any restricted area ____________________________________________
2. Please list any dietary restriction ____________________________________________

PHYSICIAN’S CONSENT AND SIGNATURE

When seen by me on this date, the above-named participant was capable of participating in the Respite Relief program.

Physician Signature: ____________________________ Date: ______________
Physician’s Name (Please Print): ____________________________ Office Phone: ______________
Address, City, State, and Zip: ____________________________

Please Fax completed form to PCCHD Fax 719-583-4439 or return to parent.
SITUATIONS

Please describe situations that might occur while staff is with your child, and how you want them to respond to the situation. (For each situation, first describe what might happen under “IF”: then describe desired response by staff under “Then”):

Name of Child: ____________________________

SITUATION #1:
IF: ____________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
THEN: __________________________________________________________________________
________________________________________________________________________________

SITUATION #2:
IF: ___________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
THEN: __________________________________________________________________________
________________________________________________________________________________

SITUATION #3:
IF: ___________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
THEN: __________________________________________________________________________
________________________________________________________________________________

SITUATION #4:
IF: ___________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________
THEN: __________________________________________________________________________
________________________________________________________________________________

Signature of Parent/Guardian: ______________________________________________________
WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

This is a legal document, which includes a release of liability. Read it carefully before signing it.

1. I desire that my child or ward participate in the Respite Relief program coordinated through the Pueblo Department of Public Health and Environment.
2. I understand that participation in the activity is totally voluntary.
3. On behalf of my child/ward I specifically and completely release, hold harmless, and indemnify Pueblo Department of Public Health and Environment, Colorado State University Pueblo, the YMCA, and all of their officers, employees, and agents (Releases) from all liability, including negligence, and other causes of action, debts, claims, and demands of every kind which we have now or which may arise out of or in connection with the participation of my child/ward in this activity.
4. It is my express intent that this agreement shall bind the members of my child’s/ward’s family, if he or she is alive, and the heirs, assigns, and personal representative, if he or she is deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND CONVENANT NOT TO SUE the above-named RELEASES. I hereby further agree that this Waiver of Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of Colorado.
5. I further agree to release, indemnify, and hold harmless the RELEASEES above from any claim, loss, liability, damage, or cost, including attorney fees that they may incur due to my child’s/ward’s participation in this activity.
6. I have read this Agreement, understand its terms, have had an opportunity to consult with legal counsel and therefore now execute it voluntarily and with full knowledge of its significance.
7. I give permission for the student respite provider to administer routine and/or scheduled medication to my child/ward. (Initial here)
8. I do not give permission for the student respite provider to administer routine and/or scheduled medication to my child/ward. (Initial here)

Required Signatures:

Date________________ Signature of Participant ________________________________

Signature of Parent/Legal Guardian_________________________
Permission Slip

*Respite Relief will call 911 to obtain emergency services for your child in any situation that is perceived to be life threatening.*

The granted permissions and signed authorizations below are for my child.

In case of non-life-threatening emergency, illness, or accident, the Respite Staff is authorized to proceed as indicated below. An attempt to contact a parent/guardian will be made first.

Contact parent/guardian: Name: ____________________________

Contact Number(s): ______________________________________

In case of a minor illness or injury (i.e., need for stitches, twisted ankle, etc.), the staff will administer first aid and wait the arrival of the parent/call 911.

Please list preferred hospital: ____________________________

Other desired action: ____________________________

Child’s primary care physician/clinic: ____________________________ Phone Number: ____________________________

**PLEASE READ AND SIGN THE FOLLOWING AUTHORIZATIONS**

The undersigned parent/legal guardian of ____________________________ hereby authorizes and consents to transportation, including ambulance service, deemed necessary by the Respite staff. I also authorize and consent to any medical diagnostic tests, procedures, and treatment to be performed by an appropriate physician, relating to, or arising out of any accident, illness, or injury occurring at, or in conjunction with, any program activity.

Parent/Guardian ____________________________ Date: ____________________________

I give my permission for my participant to be photographed by school/local newspaper or media should the situation arise. I also give permission for his/her name to be used.

Parent/Guardian ____________________________ Date: ____________________________

My participant uses a wheelchair, and I give permission for other siblings to push/operate his/her wheelchair under the supervision of the staff.

Parent/Guardian ____________________________ Date: ____________________________

My child is receiving these services in cooperation with our local colleges. Details of his/her behavior, medical condition, or other provided information may be studied, evaluated, or written about in students’ classroom assignments. I understand that my child will be cared for by student nurses and/or student occupational therapists, under direct supervision of a licensed nursing instructor and RNs from the Pueblo Department of Public Health and Environment during this program.

I am willing to discuss my child with students and staff. I understand my child’s identity will remain confidential in these case studies. I give my permission for college students to have access to my child’s enrollment forms and know that they may be used for classroom case studies.

Parent/Guardian ____________________________ Date: ____________________________
Group Partners

Everyone is Welcome

Everyone is Welcome. The YMCA is a membership organization open to all people. The YMCA welcomes women and men, girls and boys of all ages, races, ethnicities, religions, abilities and financial circumstances. Programs and facilities embrace all diversity, reflecting the needs and composition of the community we serve.

The YMCA’s Commitment

For more than 118 years, the YMCA of Pueblo has directly engaged children and adults from all segments of our communities in achieving health of spirit, mind and body. Today, the YMCA is committed to extending its charitable heritage by ensuring that:

- Every child and youth will deepen positive values, their commitment to service and their motivation to learn.
- Every family will build stronger bonds, achieve greater work/life balance and become more engaged with their communities.
- Every individual will strengthen their spiritual, mental and physical well-being.

Participants Information

Participants Name: ___________________________ Date of Birth: ________________ Phone #: ___________________________

Home Address: ______________________________ City: __________________________ State: __________ Zip: __________

Guardian Name: ______________________________ Home Phone: ________________ Cell Phone: ___________________________

Guardian Name: ______________________________ Home Phone: ________________ Cell Phone: ___________________________

EMERGENCY CONTACTS:

Name: ___________________________ Relationship: __________ Phone: ________________

Name: ___________________________ Relationship: __________ Phone: ________________

By signing below, I give my youth permission to participate at the YMCA of Pueblo as a Group Partner member. I acknowledge that I have read and understand the Participants Code of Conduct and agree that my youth will be required to adhere to this code while involved in the YMCA activities. I also understand that my youth is required to abide by the rules and regulations of the YMCA of Pueblo while participating in its programs. I understand that my participant may be involved in rock climbing activities at the YMCA of Pueblo and acknowledge the inherent extreme risks in rock climbing. I voluntarily assume all risks with full knowledge and appreciation of the dangers and risks involved. Furthermore, I hereby myself, my heirs, executors, and administrators, waive and release any claims for damages I may have against the YMCA of Pueblo for injury or personal loss occurring while participating at the YMCA of Pueblo.

Signature: ___________________________ Date: ________________