

## **Living At Home Network**

### **Cost Sharing Policy:**

Organizations participating in the Living At Home Network Caregiver Collaborative will:

1. Protect the privacy and confidentiality of each older individual with respect to the declaration or non-declaration of individual income and to any share of costs paid or unpaid by an individual;
2. Establish appropriate procedures to safeguard and account for cost share payments;
3. Use each collected cost share payment to expand the service for which such payment was given;
4. Clearly inform service recipients of their rights and responsibilities in relationship to cost-sharing including information on availability of services if payment is not made due to inability or unwillingness to pay;
5. Use the sliding scale established by the collaborative and not impose cost sharing for an individual whose income is at or below the Federal poverty line, but will provide them the opportunity to make a contribution;
6. Determine eligibility to cost share solely by a confidential declaration of income, with no requirement for verification;
7. Determine income level solely on the gross income of the person who is 60 years and older, who is the care receiver or a grandparent or older person raising a grandchild. Personal assets, savings, or other property will not be considered;
8. Use the two person household income level in determining cost share amount in cases where the caregiver and care receiver live together and both are 60 years and older;
9. Waive cost sharing participation for extreme hardship (e.g. high medical or living expenses) as determined by the AAA and contractor;
10. Not bill for past-due balances or carry forward a balance due amount on any statement/request for payment.

### **Voluntary Contribution Policy:**

Organizations participating in the Living At Home Network Caregiver Collaborative will:

1. Protect the privacy and confidentiality of each recipient with respect to the recipient's contribution or lack of contribution;
2. Establish appropriate procedures to safeguard and account for all contributions; and  
Use all collected contributions to expand the service for which the contributions were given.
3. Ensure that there will be no mandate of a fee, rate or means test for any service.
4. Communicate the cost of the service being provided so that participants know the value of the service they receive.