PRIVATE AGENCY RETENTION RESPITE REIMBURSEMENT REQUEST
DCFS REGION 4

Private Agency Name: Bethany Christian Services

RESPITE PROVIDER NAME		RESPITE PROVIDER ID	FOSTER PARENT NAME		FOSTER PARENT PROV. ID
ADDRESS			ADDRESS		
CITY	STATE	ZIP	CITY	STATE	ZIP
TELEPHONE NUMBER			TELEPHONE NUMBER		

SERVICES DATE/S	TOTAL DAYS	FOSTER CHILD'S NAME (LIST EVERY ONE FOR WHOM RESPITE WAS PROVIDED)	CHILD'S BIRTH DATE	CHILD'S DCFS CASE NUMBER

AN IMPORTANT REMINDER TO FOSTER PARENTS AND RESPITE PROVIDERS:
Foster parents are allowed up to 2 days of retention respite per month. Respite is paid in whole-day increments. Foster parents can save up to 14 days of retention respite for future use. Retention respite is governed by Children's Administration Policy 02-02.

We cannot guarantee payment for requests submitted after 90 days.

Respite rates are paid per child and determined by the child's DCFS-assessed foster care rate level. Respite reimbursement for a child assessed at Level I or II is up to $22.00 per day. Respite reimbursement for a child assessed at Level III or IV is up to $38.00 per day. Higher payments can be authorized only with administrative approval.

Children in Guardianships are not eligible for retention respite. If respite is needed, check with child's social worker about "Child Specific Respite".

Private Agency and Tribal foster parents caring for children placed by DCFS also qualify for retention respite, but the Agency or Tribe is responsible for tracking and seeking reimbursement for retention respite for their foster homes.

We Hereby State That This Is A True And Correct Claim For Approved Expenses:

Respite Care Provider Signature Date

Foster Parent Signature Date

Approved ☐

Denied ☐

DCFS Social Worker Date