

CLIENT CONTRIBUTION FEES

PURPOSE:

To give guidelines to staff and consumers in relation to Breakaway Toowoomba Inc

SCOPE:

- Funding sources
- Client contributions

POLICY:

- Breakaway Toowoomba Inc. is funded by DSQ, HACC and DOC. The funding contributes towards the costs of salaries and operational expenses. It is expected by the funding bodies that consumers contribute to the cost of the respite in some way.
- A contribution (fee) will be charged for respite by Breakaway Toowoomba Inc. (in circumstances of economic disadvantage, the fee may be reduced or waived). Families / advocates are encouraged to discuss any concerns with the Executive Officer

Fee Schedule

- | | |
|-------------------------------------|-------------------|
| 1. Flexible Respite for Families | \$2.00 per hour |
| 2. Vacation Care | \$10 per day |
| 3. Highfields & Glenvale Guesthouse | \$20.00 overnight |
| 4. Rural & Remote | |

Where respite involves support in a block e.g. weekends or a holiday, the consumer will be expected to contribute towards the cost of accommodation, travel, food, recreational and social activities. Details will be planned with the Support Supervisor Who is planning the holiday / respite.

PROCEDURE:

1. At the time of the Assessment of Needs, the Life Style Support Supervisor/Client Support Supervisor/Project Officer will give the Client / carer / advocate information about the fee structure of Breakaway Toowoomba Inc.
2. Upon receiving a service, the client / carer / advocate will receive information regarding the fees.
3. Accounts will be sent out to client / carer / advocates on a monthly basis.

Related Documents:

ONI Assessment
Client Handbook

Approved Executive Officer) *David Bell* Date *18-06-2009*

Approved (Chairperson) *Paul E Devine* Date *18-06-2009*