

1 10A NCAC 13J .1501 is adopted as published in NCR 24:01, pp. 4-6, as follows:

2  
3 SECTION .1500 – COMPANION, SITTER, AND RESPITE SERVICES

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5 10A NCAC 13J .1501 DEFINITIONS

6 The following definitions shall apply throughout this Section:

7 (1) “Companion, sitter, or respite services personnel” means an individual as used in G.S. 131E-136,  
8 who spends time with or provides non hands on care services for clients.

9 (2) “Non Hands on Care Services” means basic home management tasks, shopping, meal preparation,  
10 transportation, companion services, socialization, medication reminders, and other services that do  
11 not require the service provider to use “hands on care” as defined in Rule. 0901 of this Subchapter  
12 and which do not require training or verification of skills by a Registered Nurse.

13 (3) “Respite Care” means planned or emergency care provided to an individual in order to provide  
14 temporary relief to the family caregiver.

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16 History Note: Authority G.S. 131E-140;

17 Eff. January 1, 2010.

1 10A NCAC 13J .1502 is adopted as published in NCR 24:01, pp. 4-6, as follows:

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3 **10A NCAC 13J .1502 SCOPE OF SERVICES**

4 (a) If an agency provides In-home companion, sitter, or respite services, the services shall be provided in  
5 accordance with the client's plan of care. Agencies participating in the Home and Community Care Block Grant or  
6 Social Services Block Grant through the Division of Aging and Adult Services shall comply, for those clients, with  
7 the companion or sitter service level rules contained in 10A NCAC 06A and 10A NCAC 06X which are hereby  
8 incorporated by reference with all subsequent amendments. All other agencies providing companion and sitter  
9 services shall comply with the provisions of the rules in this Section unless exempt from these rules.

10 (b) Companion, sitter, or respite services personnel shall follow the service plan written by personnel required by  
11 agency policy for the services provided.

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13 *History Note: Authority G.S. 131E-140;*  
14 *Eff. January 1, 2010.*

1 10A NCAC 13J .1503 is adopted as published in NCR 24:01, pp. 4-6, as follows:

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3 **10A NCAC 13J .1503 AGENCY MANAGEMENT AND SUPERVISION**

4 Notwithstanding the requirements in Rule .1001 of this Subchapter, the agency shall meet the following  
5 requirements:

6 (1) The agency shall designate an individual to serve as agency director. The agency director shall  
7 have the authority and responsibility for administrative direction of the agency. The agency  
8 director shall be a high school graduate, or be certified under the G.E.D. Program, and shall meet  
9 one or more of the following qualifications:

10 (a) shall be a health care practitioner as defined in G.S. 90-640(a); or

11 (b) shall have one year experience in home care, companion, sitter, or respite services, or any  
12 other provider licensed pursuant to G.S. 131E or G.S. 122C.

13 (2) The agency shall designate a person responsible for supervising non hands on care services that is  
14 provided by the agency either directly or by contract. This individual may be the supervisor for the  
15 companion, sitter, or respite services and may also serve as the agency director.

16  
17 History Note: Authority G.S. 131E-140;

18 Eff. January 1, 2010.

1 10A NCAC 13J .1504 is adopted as published in NCR 24:01, pp. 4-6, as follows:

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3 **10A NCAC 13J .1504 SUPERVISION AND COMPETENCY OF COMPANION, SITTER, AND**  
4 **RESPITE SERVICES**

5 In addition to the requirements in Rule .1110 of this Subchapter, an agency providing In-home companion, sitter, or  
6 respite care services shall meet the following requirements:

- 7 (1) Each agency shall have documentation that its companion and sitters are competent to perform  
8 client care tasks or activities to which they are assigned. Such individuals shall perform delegated  
9 activities under the supervision of a supervisor designated by agency policy for the services  
10 assigned.
- 11 (2) The agency designated supervisor shall supervise the companion and sitter staff by contacting the  
12 client receiving care every three months and by making a supervisory visit to each client's place of  
13 residence at least every six months, with or without the companion and sitter's presence, and at  
14 least annually, while the companion or sitter is in the home providing services to the client.
- 15 (3) The supervisory visit shall include a review of the client's general condition, monitoring progress  
16 and response to the services provided by the companion or sitter, and updates to the plan of care as  
17 needed.
- 18 (4) Documentation of supervisory visits shall be maintained in the agency's records and shall contain  
19 the following:  
20 (a) date of visit;  
21 (b) findings of visit; and  
22 (c) signature of person performing the visit.
- 23 (5) The agency designated supervisor conducting a supervisory contact for a companion, sitter, or  
24 respite provider may simultaneously conduct the quarterly case review as required in Rule .1202  
25 of this Subchapter.
- 26 (6) The agency directed supervisor shall be available for supervision, on-site where services are  
27 provided when necessary, during the hours that companion, sitter, or respite services are provided.

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29 History Note: Authority G.S. 131E-140;  
30 Eff. January 1, 2010.