

# DEPARTMENT OF ELDER AFFAIRS PROGRAMS AND SERVICES HANDBOOK

## Appendix A: Service Descriptions and Standards

Section II: Services

Savvy Caregiver

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**PROGRAM FUNDING SOURCE(S):** Savvy System Project, OAAIIID, OAAIIIE

**PROGRAM AUTHORITY:**

**Program Funding**

**Specific Authority**

Rulemaking

Section 430.08, F.S.

OAAIIID

Older Americans Act, Title IIID, Part D

OAAIIIE

Older Americans Act, Title IIID, Part E

**A. DESCRIPTION:** Based on research from the University of Minnesota including curriculum authors from Emory University, Savvy Caregiver is a psycho-educational program focused on providing training to caregivers of individuals living with Alzheimer’s disease and/or related dementia disorders. The program focuses on helping caregivers think about their situation objectively and on providing them with the knowledge, skills, and attitudes they need to manage stress and carry out the caregiving role effectively.

**B. DELIVERY STANDARDS/SPECIAL CONDITIONS:**

1. The Savvy Caregiver program is offered to caregivers of older adults, aged 60 and older.
2. Participants receive instruction each week from a certified trainer.
3. The 12-hour curriculum is taught over a (6) week period in 2-hour sessions online or in person.

**C. PROVIDER QUALIFICATIONS:**

Trainers of the Savvy Caregiver curriculum are required to successfully complete an 8 to 12-hour online training course and receive Savvy leader certification. The online training program removes the need for agencies to have in-house personnel to provide training, (i.e., the role of a Master Trainer is not needed).

**D. RECORD KEEPING AND REPORTING REQUIREMENTS:**

1. The provider shall maintain all appropriate documentation as set forth by the program (e.g., participant data, attendance rosters with sign-in time and time ending, date, and signature of participant, evaluations, funding source, etc.).
2. The contractor must verify and maintain documentation of provider

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qualification for service, i.e., copy of leader certification.

3. Unit of Service Group: An episode (online or in-person) equals the full 12-hour curriculum taught over a (6) week period in 2-hour sessions, regardless of the number of completers. There must be a minimum of 6 and a maximum of 12 participants in the first session with the same participants continuing through the curriculum. The entire 6 weeks must be completed prior to submitting a request for payment.

4. CIRT reporting requirements are below.

CIRT REPORTING REQUIREMENTS				
PROGRAM	SERVICE	REPORTING OF SERVICES	OAA CLIENT REQUIREMENTS	MAX UNITS
OA3D	SAVVY (GROUP)	MONTHLY AGGREGATE REPORTING	NO REQUIREMENT	9999
OA3E	SAVVY (GROUP)	MONTHLY AGGREGATE REPORTING	NO REQUIREMENT	9999

**Website for updated fidelity and training information:**

[emorycaregiving.org](http://emorycaregiving.org)