**Section 115.600 Relief Services**

a) Each host family shall develop and submit a plan for the provision of relief services to the CILA agency for approval. The plan will be controlled by the host family in accordance with Department of Labor rules and regulations.

b) The CILA agency shall have a plan and arrangements for providing relief for employees and contractual workers who have responsibility more than eight consecutive hours or five consecutive days for individuals receiving services and shall have evidence of implementation of the plan and arrangements. This plan shall comply with federal and State labor laws and shall provide recognition of the need for relief in host family model settings.

c) For each traditional care setting, the CILA agency shall develop, maintain, and implement a plan to provide relief services.

1) The relief plan shall provide, at a minimum, an average of 20 hours of relief services monthly per individual served, and two weeks per year of vacation/personal time for each caregiver.

2) Relief hours shall be documented by the CILA agency.

3) The CILA agency shall develop criteria and implement procedures for host families to request more than the required minimum average hours of relief based on an individual's needs. The CILA agency must submit this criteria and procedures to the Department for prior review. The Department may require changes based upon its review.

4) The CILA agency shall employ or contract with, train, and pay all persons providing relief services to the host family. These functions shall not be performed by the host family.

5) The CILA agency shall not allow for relief services for a host family by a relative of the host family.

6) All relief workers must meet the same training requirements and background checks as the host family.

7) The CILA agency shall ensure that host families do not leave individuals in the care of untrained and/or unauthorized persons.

8) Individuals shall not be moved from their residence for durations of overnight stays or longer for the sole purpose of providing relief to host families. Overnight or absence from the host family arrangement for the benefit of the individuals must be addressed in the Personal Plan and Implementation Strategy.

(Source: Amended at 47 Ill. Reg. 8485, effective May 31, 2023)