



State of South Carolina
Department on Aging

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Director

PROGRAM INSTRUCTION FOR: FAMILY CAREGIVER SUPPORT PROGRAM

INFORMATION MEMORANDUM FOR: Area Agencies on Aging

SUBJECT: PROGRAM INSTRUCTION (PI) for FAMILY CAREGIVER SUPPORT PROGRAM

DATE: August 10, 2026

AAA COMPLIANCE DATE: July 1, 2027

FAMILY CAREGIVER SUPPORT PROGRAM	POLICY NUMBER
REFERENCE(S): OAA Section 371	
RELEASE DATE: July 1, 2026	AAA COMPLIANCE DATE: July 1, 2027

Definitions of terms:

Family caregiver means an adult family member, or another individual, who is an informal provider of in-home and community care to an older individual; an adult family member, or another individual, who is an informal provider of in-home and community care to an individual of any age with Alzheimer's disease or a related disorder with neurological and organic brain dysfunction; or an older relative caregiver. For purposes of this part, family caregiver does not include individuals whose primary relationship with the older adult is based on a financial or professional agreement.

Older relative caregiver means a caregiver who is age 55 or older and lives with, is the informal provider of in-home and community care to, and is the primary caregiver for, a child or an individual with a disability;

(1) In the case of a caregiver for a child is:

(i) The grandparent, step-grandparent, or other relative (other than the parent) by blood, marriage, or adoption, of the child;

(ii) Is the primary caregiver of the child because the biological or adoptive parents are unable or unwilling to serve as the primary caregivers of the child; and

(iii) Has a legal relationship to the child, such as legal custody, adoption, or guardianship, or is raising the child informally; and

(2) In the case of a caregiver for an individual with a disability, is the parent, grandparent, step-grandparent, or other relative by blood, marriage, or adoption of the individual with a disability.

Policy Statement

The Family Caregiver Support Program (FCSP) is designed to assist family caregivers providing care for those in need of support in the home, preventing or delaying the need for institutional care. The FCSP provides a range of services designed to support family caregivers in a holistic manner and is to be provided with a person-centered approach in mind. Support is provided through required categories of service.

The specified required categories of service for the FCSP, as designated by the OAA, are to be carried out and available throughout the planning and service area. Those categories are as follows:

(1) Information to family caregivers about available services via public education;

(2) Assistance to family caregivers in gaining access to the services through:

(i) Individual information and assistance; or

(ii) Case management or care coordination

(3) Individual counseling, organization of support groups, and caregiver training to assist family caregivers in those areas in which they provide support, including health, nutrition, complex medical care, and financial literacy, and in making decisions and solving problems relating to their caregiving roles;

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- (4) Respite care to enable family caregivers to be temporarily relieved from their caregiving responsibilities; and
 - (5) Supplemental services, on a limited basis, to complement the care provided by family caregivers.

To provide Respite Care and Supplemental Services to family caregivers of adults aged 60 and older or of individuals of any age with Alzheimer's disease or a related disorder, the individual for whom they are caring must be determined to be functionally impaired because the individual:

- (1) Is unable to perform at least two activities of daily living without substantial assistance, including verbal reminding, physical cueing, or supervision;
- (2) Due to a cognitive or other mental impairment, requires substantial supervision because the individual poses a serious health or safety hazard to themselves or others.

SUA Procedure

The SCDOA will review area plan submissions/amendments to confirm that FCSP services provision is included in the regional plans and that any necessary information for program delivery is described as appropriate.

During annual programmatic monitoring, the SCDOA will ensure service requirements are being met across all counties of the region.

During the monthly reimbursement approval process, the SCDOA will ensure that services reported are captured and accounted for in the data collection system.

The SCDOA will establish and maintain priority scoring to ensure family caregivers who have the highest level of need are prioritized when receiving services.

The SCDOA will review area plan submissions/amendments to confirm eligible family caregivers are included in the regional plans and that any necessary information for program delivery is described as appropriate.

During annual programmatic monitoring, and as necessary, the SCDOA will ensure eligible family caregivers are receiving services and not denied based on their relationship to the care receiver.

The SCDOA will provide training and technical assistance to the AAAs.

AAA Procedure

The AAA will ensure all service types are available within the region.

The AAA is responsible for adequate programmatic staffing. At a minimum, every AAA will employ one full-time staff person to work solely within the Family Caregiver Support Program and no other AAA programs.

The AAA will screen family caregivers through the SCDOA family caregiver assessment tool. This tool determines priority scoring of the family caregiver to ensure equitable service delivery.

The AAA will enter all assessments in the OASIS data collection system in real-time to ensure equitable and timely service delivery.

The AAA will determine the amount of service the family caregiver will receive concerning respite, supplemental services, and counseling vouchers.

See also: (related/cross-referenced policies and/or forms – use hyperlinks)



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