

## Respite Care

USAF Exceptional Family Member Program (EFMP) Respite Care is specially designed for Air Force families who have children diagnosed with moderate to severe special needs

- Designed to assist AF families with short-term, specialized child care.
- 40 hours per month per child
- Sibling care available
- Free to eligible AF families
- No income restrictions

### How do I know if my family is eligible?

- Member of the Air Force
  - Each service operates their own EFMP Respite Child Care Program.
- The exceptional family member is enrolled in EFMP.
- The EFMP child is age birth through 19.
- The EFMP child is diagnosed with severe to moderate special needs.
- The Airman is active duty, including activated Air National Guard and AF Reserve, if activated for at least 31 days
- Siblings aged birth up to 13 years old are qualified to receive respite care.

CONTACT  
US

### Family Child Care Office

Mon-Fri 0700-1500

618-256-8047

[375FSS.FSYF.FamilyChildCare@us.af.mil](mailto:375FSS.FSYF.FamilyChildCare@us.af.mil)

### EFMP Medical Office/ Special Needs Coordinator

618-256-5102

### EFMP Family Support Specialist

Brenda Reed: 618-256-8668

Kelly Calloway: 618-256-8668



Scott AFB; Exceptional Family Member Program



## Scott AFB EFMP Respite Care

*Supporting Military Families  
with Special Needs*

## How Do I Apply?

### Step 1

Enroll in EFMP: For information about how to enroll, contact the EFMP-Medical Officer/Special Needs Coordinator to request EFMP verification forms (update form DD2792 if not updated within 1 year).

### Step 2

Contact FCC office to obtain an "EFMP Respite Child Care Verification Statement". Return form to Family Child Care Office via email or by hand.

#### **Family Child Care Office**

POCs: Laura, Angela, & Rachel

200 Golf Course Rd.

Scott AFB, Bldg 386

618.256.8047

375FSS.FSYF.FamilyChildCare@us.af.mil

### Step 3

Family Child Care Office enters your family information into the system for Air Force Services Headquarter's approval.

- Approval process may be greater than 60 days
- All requests are approved through the AFSVC office - the FCC office is not the approving authority.

### Step 4

Once approved by AFSVC HQ, you will be sent a list of approved AF EFMP Respite Care providers you can contact and interview.

## Using Respite Care

### Step 5

Once you have selected a provider(s), you will be scheduling directly with the provider. Once you have an agreed upon schedule, email the Family Child Care office the following:

- Children who will be receiving care
- Provider who will be providing care
- Dates and times the provider will be caring for your child(ren).

### Step 6

Once the agreed upon schedule has been entered into the system, you and your provider will receive an automatically generated confirmation email

*If there are concerns about the status of your application, please contact Scott AFB Family Child Care Office.*

## Some Helpful Tips!

- If you think you might have found an approved AF EFMP Respite Provider, you should double check with the FCC office and, if the provider is approved, your family can use them for AF EFMP Respite Child Care.
- You can schedule up to ONE MONTH of care at one time.
- Emergencies happen and you **do not** need to have scheduling confirmation before using your respite provider. If your respite care and provider have been approved, you may use them at the last minute if they are available. If you book last-minute, let the FCC office know within 1 week of when the care occurred.

*Supporting Military Families with special needs*