



## **CENTER IN THE PARK**

### **Participation Policies**

#### **MISSION STATEMENT**

Center in the Park promotes positive aging and fosters community connections for older adults whose voices are critical instrument in shaping it activities and direction.

#### **BASIS FOR POLICY**

In order to ensure the safety and well being of all its members who attend the Center, Center in the Park has adopted the following policies for use when appropriateness for Center participation is questionable. These policies are intended to serve as a guideline to staff recognizing that certain circumstances may warrant exceptions to the policies:

#### **I. Participation Criteria**

- A. Members must be able to independently manage their care when attending the Center which includes:**
  - The ability to manage independently when using the restroom. Members who require assistance using restroom facilities must have someone other than a member or staff person, who will accompany them if they need help.
  - The ability to feed themselves, specifically being able to get food from plate to mouth with their hands or an assistive feeding device. Assistance with food preparation such as opening containers and identifying location and/or type of food can be provided for members.
  - The ability to maintain responsibility for their own safety within and outside of the Center. Visually impaired members must be accepting of a guide, and escort or an intervention that will ensure his/her ability to move safely about the Center.
- B. Members must ensure that their physical or mental conditions do not limit their ability to participate in Center activities:**
  - Members cannot be prone to wandering within or outside the Center.
  - Members cannot suffer from any condition that may result in fainting or falling without warning. Members cannot suffer from any condition that causes them to be severely disoriented or confused or unable to follow spoken instruction or directions.
- C. Members are to behave in a non-aggressive and non-disruptive manner.**
- D. Members are not to be under the influence of drugs and/or alcohol.**
- E. Members must be physically and mentally capable of evacuating the Center in the event of an emergency.**

- F. Members should be free from offensive odors and other conditions caused by poor personal hygiene. Clothing should be clean.
- G. Members are to be able to independently choose how they wish to spend their time at the Center.

## **II. Protocols**

The following protocols are designed to implement a decision making process which ensures members rights and the fair resolution of the presenting problems:

### **A. Disruptive Behavior**

- Incidents of disruptive behavior will be subject to administrative action based on the staff's fact-finding investigation into the nature, type and frequency of the problem behavior. Refer to "Center in the Park Disruptive Behavior Policy" for disruptive behavior protocols.

### **B. Change in Members Health and/or Behavior Status**

- The Center Counselor will receive written documentation from involved staff member that specifies the concern regarding the member's participation.
- The Center Counselor will arrange a formal meeting with the Center member and/or the member's supports (i.e. family, friend, and caregiver) as appropriate. Discussion will focus on assessing the member's ability to independently manage Center participation and pinpointing any difficulties the member has encountered in regard to the criteria for participation. Relevant participation criteria shall be reviewed with the member and/or member's supports. The Center Counselor will document the content of the formal meeting for Member's file.
- The Center Counselor, in consultation with the Associate Director of Center Services, will determine whether continued participation is appropriate and in the best interest of the Center member.
- Within five (5) working days of the initial meeting with the member, the member and/or member's supports will be informed, by the Center Counselor, regarding Center participation.
- In the event that Center participation is deemed no longer appropriate, the member will be informed of his/her right to grieve/appeal the decision and the process for an appeal. Members will be given ten (10) days to appeal permanent suspension from Center participation.
- Alternative programs (e.g. IHSP, adult day care services, and partial mental health programs) will be discussed with the member and/or the member's supports, as appropriate. The Center Counselor will contact other appropriate community agencies to link the member with and initiate arrangement for appropriate services/programs. A member will only be asked to leave the Center permanently when all possible interventions to correct the situation/problem have been exhausted.