

## ADULT DAY PROGRAM POLICY

### I. INTENT

It is the intent of San Andreas Regional Center to encourage adult consumers to maximize their independence and to integrate within the community. There are various options available to achieve this objective, by using generic services and by purchasing adult day program services. San Andreas Regional Center intends to achieve this objective through the most appropriate and cost effective method possible.

### II. DEFINITION

Adult Day Programs are programs that offer a structured, comprehensive, community-based service for persons with developmental disabilities. Adult Day Programs may provide training in skills leading to employment, interaction in meaningful community-based activities, social-recreational activities, independent living and/or behavior modification.

#### A. Generically Funded Adult Day Programs

*The Department of Education* funds school districts that are required by the Individuals with Disabilities Education Act (IDEA) to provide each student with a disability with a free, appropriate education in the least restrictive environment possible. Children who have a disability that causes them to need specialized educational services to benefit from their education are entitled to receive special education and related services. Individuals between 19 and 21 years of age who are enrolled in or are eligible for a special education program prior to their 19th birthday and who have not completed their prescribed course of study (or who have not met prescribed proficiency standards) are eligible for special education. Any consumer between the ages of 18-22 who has completed his or her course of study, with proof of graduation, is eligible to transition to adult services.

*Adult Day Health Care Programs (ADHC)* are organized day programs of therapeutic, social and health activities and services provided to persons 55 years or older or other adults with functional impairments, either physical or mental, for the purpose of restoring or maintaining optimal capacity for self care. These centers target adults who are at the institutional level of care or at risk of institutional placement. The state Department of Aging administers the program and the centers are licensed by the State Department of Health Services and funded by Medi-Cal.

#### B. San Andreas Regional Center-Funded Adult Day Programs

*Activity Centers* are community-based day programs that serve adults who generally have acquired most basic self-care skills, have some ability to interact with others, are able to make their needs known, and respond to instructions. Activity center programs focus on the development and maintenance of the functional skills required for self-advocacy, community integration and employment.

*Adult Development Centers* are community-based day programs that serve adults who are in the process of acquiring self-help skills. Individuals who attend adult development centers generally need sustained support and direction in developing the ability to interact with others, to make their needs known, and to respond to instructions. Adult development center programs focus on the development and maintenance of the functional skills required for self-advocacy, community integration, employment, and self-care.

*Behavior Management Programs* are community-based day programs that serve adults with severe behavior disorders and/or dual diagnosis who, because of their behavior problems, are not eligible for or acceptable in any other community-based day program. Behavior Management Programs focus on the development and maintenance of the functional skills required for self-advocacy, community integration, employment, and self-care.

*Community Integrated Day Programs* are programs which occur in the community with participation of consumers in naturally occurring community opportunities with non-disabled peers. This program utilizes transportation provided by the vendored agency and with a staff ratio of 1:3 consumers.

### III. POLICY

San Andreas Regional Center shall inform adult consumers and/or their authorized representatives of available appropriate day programs. San Andreas Regional Center shall advocate for the availability of appropriate day programs for its adult consumers. This shall include advocating with other agencies for the development of and accessibility to generic services when they are the responsibility of those agencies to provide. It shall also include the development of San Andreas Regional Center funded Adult Day Programs when these are the most appropriate to meet this need.

### IV. PURCHASE OF SERVICE (POS) STANDARD

San Andreas Regional Center shall purchase the services of an Adult Day Program for a consumer when the planning team has determined that:

- The consumer has graduated from the special education generic program and is at least 22 years of age; or is between the age of 18 and 22 years and has received a certificate of completion and/or diploma from their school district.
- An adult day program service is the most appropriate service that will meet the needs of the consumer.
- There is no generic service available that will meet the consumer's needs.
- There is an adult day program available that can appropriately meet the consumer's needs.
- The consumer agrees to attend the adult day program.

San Andreas Regional Center may purchase up to five days per week of adult day program services for an adult consumer. The amount purchased shall be based on the needs of the consumer as determined through the planning team process.

### V. EXCEPTIONS TO THIS POLICY

The executive director has full discretion to authorize service purchases which are exceptions to the board-adopted purchase of service policies. The executive director has designated different members within the organization who may authorize a director's exception. They are called the director's designees.

The first formal discussion of a request for service takes place at the planning team meeting. If the request falls within the service policy, the request is granted.

If the request for service is not consistent with the policy, the service coordinator starts the exception review process by exploring the basis for the request. A time line for the director's exception review is set by agreement between the consumer/family and the service coordinator but the time line may not exceed fifteen (15) days. Within that time, another planning team meeting will be convened. In the meantime the coordinator presents the information to the manager to determine whether a director's exception may be warranted.

At the scheduled planning team meeting the decision will be made. The director's designee will attend the planning team meeting if necessary.

If the exception is granted, the service coordinator amends the person-centered individual program plan, notifies the consumer/family, and gives a copy of the amended plan to the consumer/family.

If the exception is not granted, the service coordinator promptly informs the consumer/family that it has not been granted, informs the consumer/family of their appeal rights, and sends a notice of action and a fair hearing form.

## VI. NOTICE OF ACTION

If a decision is made to deny, reduce, or cancel the service without the agreement of the consumer or the consumer's representative, a Notice of Action will be sent.

**Adopted 8/2/05**