

# **PALM GARDENS @ PALM BEACH**

## **ADULT DAY HEALTH CARE**

2900 Bragg Street, Brooklyn, NY, 11235 Tel. (718) 615-9500 Fax (718) 228-9358

### **Policy and Procedures**

1. Registrants have the right to select an ADHC program of their choice.
2. Registrants have the freedom from restraint and coercion, the right to privacy, respect and dignity.
3. Registrants have protection from physical and psychological abuse.
4. Upon admission to the program, potential Registrants are assessed by RN Coordinator for cognitive and physical ability.
5. If said Registrant is alert and oriented x3 and is able to ambulate independently, the Registrant is able to leave said program at any time upon the Registrant's request. Registrants are asked to complete a Pass from each time the Registrant leaves the facility.
6. If said Registrant is alert and oriented x2 with and ambulates with device, example: rolling walker/rollator/wheelchair, program will provide CNA to accompany said registrant. Registrants are asked to complete a Pass form each time the Registrant leaves the facility. Next Of Kin will be notified and advised of the same request, and verbal acknowledgement will be documented accordingly.
7. On the first day of admission to the program, said Registrant will meet with program RN for all initial paperwork and assessments. During this time, Registrant will be asked if the Registrant has gender preference for rendering care. Registrant also has preference if in the future Registrants wishes to change their mind, same wishes will be honored and granted.
8. Upon assessment with all disciplinaries, the Registrant has the choice of preferred name that will be honored and respected by all parties. Company policy is that all staff receive in-service education on a monthly basis or as needed.
9. The program includes daily set breakfast time from 8:30am to 9:30am and set lunch time from 11:30am to 12:30pm. However, snacks are available to all registrants upon request and are specified to Registrants specific diet limitations ie: diabetic. Registrants are offered the opportunity to dine in the main dining room, however are also provided

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- upon request the opportunity to dine in privacy. If Registrant wants to go to the restaurant, then they need to complete the Pass form.
10. Prior to admission, potential registrant and family are provided the opportunity to visit said facility for a personal tour. Upon completion of the same tour potential registrant is provided all necessary paperwork needed for admission to the program.
  11. Registrant and Registrant family, has the right to request care plan with program team at any time of their choosing, not limited to the scheduled planned bi-annuals. Registrants are encouraged to participate in developing their care plan and make changes as needed.
  12. At any time during the duration of the program, Registrant is able to access private space for personal use such as phone calls or visitation.
  13. Visitation is permitted on site premises during the duration of the program. All visitors must sign in and provide proper identification to the program director. Before entry to the facility the visitor must follow all infection control protocols as requested by CDC and NYS DOH. Upon entering the facility, Registrant and visitors are provided a private room for the duration of the visitation.
  14. Registrants are able to utilize the coat room for storage of all personal belongings if they wish to choose so.
  15. On a daily basis there are 4 activities scheduled for the day. Registrants are encouraged to participate in one or as many as they choose. Registrants are free to make their own choice to not participate in any scheduled activities. They can request to speak to the Recreation department, who will provide them with their choice of activity.
  16. Upon admission to the program, the Registrant will meet with the Recreation Leader for assessment. Upon assessment, the Registrant is able to verbalize interests in activities not limited to faith-based activities, hobbies and personal interests. Registrants will be assessed semi-annually and PRN.
  17. Registrants are able to move freely throughout the facility during the duration of the program if mobility permits. Registrants are encouraged not to disrupt activities that are held, staff will provide intervention on a case-by-case basis.
  18. ADHC will provide a safe and secure environment. All Registrants are assessed for risk of elopement. Necessary intervention (wanderguard, supervision) will be provided as needed.

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615 Avenue C, Brooklyn, NY, 11218 Tel. (718) 438-5300 Fax (718) 438-5667

19. ADHC provides a safe and secure environment. In the events of an elopement, elopement protocol will be follow. Director of ADHC or RN Coordinator will assign staff to thoroughly search the following areas: large and small recreation rooms, all ADHC offices, bathrooms, porters' closet, patio, stairwell leading from patio, stairwell in from of reception area. Staff will report to Director of ADHC or RN Coordinator the results of search.
20. Registrant has the right to leave the program as they wish if they are not a threat to themselves or the surroundings and cognitively appropriate to do o in a healthy and safe manner.
21. Registrants have the opportunity to express his or her interest in work employment and or volunteering options in the community.
22. Registrants have access to visitors at any given time during the operational hours of the program.
23. This is captured on the UAS assessment every 180 days.