

***Plattsburgh Nursing & Rehabilitation Center Adult Day Services***

**ADMINISTRATIVE MANUAL OF POLICIES AND PROCEDURES**

**DEPARTMENT: INTERDISCIPLINARY**

<b>1/2020</b>	<b>EFFECTIVE DATE:</b>
<b>PREPARED BY:</b> [REDACTED]	<b>ADHC DIRECTOR</b>
<b>APPROVED BY:</b> [REDACTED]	<b>ADMINISTRATOR</b>
<b>PROCEDURE: X</b>	<b>POLICY: X</b>
<b>SUBJECT: Activity Program</b>	<b>NEW: 1/2020</b> <b>REVISED:</b>

**Policy:** It is the policy of PRNC ADHC to have an activities program that will be an integral part of ADHC and will be age appropriate and reflect the member's individual interests and cultural background. The activity department shall provide an activity program that is both therapeutic and enjoyable. These activities shall meet the needs and interests of each registrant. The staff shall assist the registrant to resume self-care and normal activities, or to prevent further deterioration. Registrants shall have the choice of refusing to participate in any activity.

**Procedure:**

1. The Director will assist in the development of programs designed to promote physical, social and emotional well-being of members.
2. Program Assistant will meet with member and ascertain interests, hobbies and cultural background.
3. Planned programming will be inclusive of cultural diversity, reflect the communities of the members and provide choices.
4. Entertainers and community venues will be part of the activity programs.
5. Self directed activities and 1:1 activities are also available anytime during the program hours. To include a table set up with puzzles, magazines, arts and crafts, and a TV room and Wi-Fi services.
6. A monthly calendar of activities will be posted in the Great Room of the ADHC and copies made available to members/families.
7. All staff will encourage member participation in programs of his/her choice and provide physical assistance if needed.
8. Program Assistants will organize and lead activities.
9. Appropriate volunteers will be involved in programming.
10. Transportation to and from community events and outings will be provided or arranged by ADHC.
11. Activities will be included as part of the member's care plan.