

MEDICATION AND MEDICAL NEEDS

A Licensed Practical Nurse will supervise or administer any necessary medications prescribed by your family physician. All medications need to come in a dosette or in the original bottles, with only the medication required to be taken while at the program. The dosette must have the client's name and the time(s) for the medication to be taken. If a medication requires administration, a doctor's order is required. The nurse will contact the client's physician. Administered medications come from College Avenue Drugs.

IMMUNIZATION

Clients are required to abide by the SHA Public and Population Health protocols related to immunization and infection control practices. Immunization clinics are available to clients in the program.

CLIENTS

All clients will be assessed for safe transfers according to the Transfers, Lifts and Repositioning program at William Booth. A logo will be designated for the client and reviewed annually as needed.

STAFF

There is three staff present Monday to Friday. The program is developed by a Recreational Coordinator.

PERSONAL EFFECTS

The home is not responsible for any outside equipment brought into the home (ie walkers, wheelchairs) Clients should not bring much money or valuables. Please label all equipment & clothing, including jackets and boots, to avoid confusion.

WALKING PROGRAM

The Adult Day Program will facilitate a walking program in consultation with the physiotherapists. All clients must be assessed prior to initiating a walking program and be actively involved in a walking program at home. Programs may be discontinued if deemed unsafe for the client or the staff.

FOOT WEAR

Proper footwear must be always worn at the program. This includes runners or shoes indoors during the winter.

FOOT CARE

WBSCH is pleased to provide information with contacts for foot care providers. An information handout is available from the ADP Coordinator.

ELECTRIC WHEELCHAIRS

For safety reasons electric wheelchairs or scooters are not allowed in the Adult Day Program.

HAIR CARE

Appointments can be made for hair care either with the hairdresser (306-564-6215) or day program staff. A price list is available, and services run from Wednesday to Friday.

CHRISTIAN FELLOWSHIP

The William Booth Adult Day Program desires to provide a friendly atmosphere of fellowship and worship for people from all cultures. Devotions are held at 9:30 a.m. Monday to Friday and on Sunday we have a regular church service at 9:30 a.m. We have weekly, monthly inter-denominational church services (United, Lutheran, Anglican and Catholic).

TRANSPORTATION

Transportation to and from the program is the responsibility of the client and any cost associated with the transportation. Applications can be printed off the City of Regina website (www.regina.ca). Individuals are responsible for booking or canceling their trips (777-7007). An R-Card can be purchased by calling 777-7007. Clients in the ADSP can make an application for a “subscription booking” for the assigned days.

CANTEEN

The canteen is open Monday to Friday from 12:45pm to 1:00 pm. There is a selection of candies, chips, toiletries, greeting cards and a variety of other items.

FINANCES

The cost of the program is **\$10.20** per day. The rate is set by The Saskatchewan Health Authority. Upon admission you will be provided with a pre-authorized payment form. By signing and submitting this form, payment will be automatically withdrawn from your account on the 15th of each month or the next available business day. A statement of account is mailed out every month.

Clients are charged for the assigned days. Clients are not charged ONLY if they are in respite, in hospital or recovering from surgery.

SMOKE AND ALCOHOL FREE ENVIRONMENT

For the health and safety of everyone, the William Booth Special Care Home is a Smoke-free and Alcohol-free environment. Smoking is not prohibited on the grounds of the facility.

BATHING PROGRAM

Bathing is provided to clients at no extra cost on an approval basis from SWADD. The tub is equipped with lift equipment and water jets. Please send a clean set of clothing, hair comb, deodorant, and nail clippers on the designated bath day. For safety reasons, staff will not cut toenails of diabetic clients.

DRESS

Each participant is required to be clean and well always groomed. In case of incontinence, please send a change of clothing and any products the clients may require. These items kept with the client.

MISSION STATEMENT

The mission of the Salvation Army William Booth Special Care Home is to provide comprehensive services for the spiritual, physical, emotional, psychological, and social well-being of the individual.

OUR VISION

Residents First/Safety Always/Mission Central

ADMISSION PROCEDURE

Prior to admission to the program, all prospective clients must be assessed by SWADD (System Wide Admission and Discharge Department- 766-7200) to review the client's needs. The Day Program Coordinator will contact the client or contact person by phone to set up a tour and admission to the facility and programs.

HOURS OF OPERATION

The program is open from 9:00 to 4:00 p.m. Monday to Friday. The program is closed on statutory holidays and Paratransit is automatically cancelled.

ATTENDANCE

There are up to 12 clients/day Monday to Friday. If a client is unable to attend, they must call **306-564-6212** to notify the program of their absence and the reason for the absence.

RECREATION

A well-rounded program is developed to meet the social, physical, cognitive, emotional, and spiritual needs of the clients. Calendars are sent home with the clients at the beginning of every month. Exercises are provided daily as well as seasonal activities and many entertainment programs.



EMERGENCY

If an emergency occurs (such as a heart attack, stroke or fall with a broken bone), the client will be transported to the hospital via ambulance. Any costs incurred are the responsibility of the client. In the case of an emergency, 911 will be accessed and staff will follow directions given to them by the dispatcher.

CARE CONFERENCES

A care conference will be arranged annually by the Adult Day Support Program Coordinator to review the client's needs and general well being at the program. The client, family and/or caregiver, and SWADD Coordinator are all involved in meeting the goals of the client.

DISCHARGE

If a client desires to discontinue participation in the program, they or their caregiver need to notify the Adult Day Support Program Coordinator or their SWADD Coordinator. Discharges will be discussed as a team in the form of a care conference and further arrangements to meet the client's needs, will be made by the team.

If a client takes an extended break from the program (such as an extended hospital admission), the client will be put on HOLD and their designated days in the program may need to be adjusted. When they are ready to return, they must contact the Adult Day Program Coordinator.



Adult Day Support Program Handbook

**William Booth Special Care Home
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