

Evaluating Adult Day Programs

Southern Maine Agency on Aging can provide you with information about programs in York and Cumberland Counties. Contact a Resource Specialist at 1-800-427-7411 or send an email through the SMAA website (www.smaaa.org) Information and Resource department "request information" feature.

If you are considering an adult day program, you can use this worksheet to compare services. When visiting or interviewing each program, ask questions and take your time to look around. Not all programs will have all the possible features listed here, nor will all features be appropriate for your family member, so it will be important to decide what your priorities will be.

Information

Name of program: _____
Administrator/Director: _____
Phone Number: _____ Email: _____
Address: _____
City: _____ State: _____ Zip Code: _____

Overall Evaluation

Each facility should have:

- § Buildings and grounds that are well cared for and attractive
- § An interior that is clean, odor free, and welcoming
- § Staff that is friendly and responsive
- § Participants who socialize with each other and appear happy
- § Staff that treats participants with respect and dignity
- § A good reputation in the community
- § Hours of operation that meet participant & family need

Participants

- § Seem comfortable in their surroundings
- § Appear to be engaged by staff and activities
- § Are treated with respect and dignity

Questions to consider

- § Is the program fully licensed / certified? _____
- § What is the ratio of staff to participants? _____
- § Is there a waiting list? _____
- § Are there any eligibility requirements (age, residency)? _____
- § What happens if things change and a participant's needs no longer match the program services?

- § What is the cost of services? _____
- § Is financial assistance available? _____
- § Can the program be paid for by long term care insurance / Veterans' benefits? _____
- § What services / supports are offered to families? _____
- § What is the mix of people attending? _____
- § Will this be a good fit for your family member? _____
- § How does the program deal with participants if there are behavior issues? _____
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- § Is the staff trained to help people with a variety of needs? _____

Physical Features

Available

Not Available

- | | | |
|---|---|---|
| § A floor plan that is well marked and easy to follow | q | q |
| § Doors, hallways and rooms that accommodate walkers, wheelchairs, etc. | q | q |
| § Adequate lighting | q | q |
| § Exits that are clearly marked and unobstructed | q | q |
| § Outdoor activity areas that are pleasant and inviting | q | q |
| § Adequate space, furniture and equipment | q | q |

Staffing

- | | | |
|---|---|---|
| § Are there specific qualifications for their jobs? | q | q |
| § Licensed nursing staff available (if appropriate) | q | q |
| § Certified staff members | q | q |
| § Staff trained in personal care (if appropriate) | q | q |
| § Staff trained in CPR and first aid | q | q |
| § Does the program do background checks for hiring? | q | q |

Services (as needed)

- | | | |
|---|---|---|
| § Individualized plan for each participant | q | q |
| § Personal assistance (bathing, dressing, transferring) | q | q |
| § Assistance with walking | q | q |
| § Assistance with toileting | q | q |
| § Medication reminders / administration | q | q |
| § Health monitoring services (blood pressure, weight) | q | q |
| § Assistance and supervision for people with dementia | q | q |
| § Wander management system | q | q |
| § Regular staff communication with caregivers | q | q |
| § Transportation to / from program | q | q |
| § Different functional levels addressed by programs | q | q |

Social and Recreational Activities

- | | | |
|--|---|---|
| § Activities that match individual needs | q | q |
| § Activities that are relevant and stimulating | q | q |
| § Tours, field trips and other outside events | q | q |

	Available	Not Available
§ Connections with community groups and individuals for programs	q	q
§ Participant input in planning programs	q	q
§ Activities appropriate for a person with dementia	q	q

Nutrition

§ Breakfast	q	q
§ Lunch	q	q
§ Dinner	q	q
§ Snacks	q	q
§ Assistance with feeding available	q	q
§ Special dietary needs accommodated	q	q

Safety and Security

§ A security checkpoint at the front entrance	q	q
§ Outer doors that are securely locked	q	q
§ Smoke detectors	q	q
§ Staff trained in emergency procedures	q	q
§ Fire extinguishers, alarms and sprinkler systems	q	q
§ Perimeter alarms on all exits to prevent wandering	q	q

Suggestions

- § Attend a function at the center
- § Ask for a trial visit with your family member
- § Give your family member time to adjust to the new setting / routine
- § Communicate regularly with staff when your family member is involved in a program

Notes

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