

DDD-PI-007

TO: Adult Developmental Disability Service Providers

FROM: Robert Graham, Administrator,
Adult Services
Developmental Disabilities Division

DATE: November 19, 1984

SUBJECT: THE EIGHT-HOUR PROGRAM DAY

Definition: Analogous with the reimbursement regulations, the unit of service for adult clients in day services is an eight-hour day which may be inclusive of the lunch period, if training is being conducted, but is exclusive of client travel time to and from the day programming site.

Normalization and the rhythms of life in our society would indicate that a desirable goal for developmentally disabled individuals to achieve would be the development of individual stamina and strength to function in the work or day service environment productively for eight hours per day.

Individual program planning for each client should assess the client's capability for stamina and strength to function productively for eight hours per day in the day service setting. Clients judged, as a result of medical evaluation, not to have the strength and stamina to function for a full eight hours per day of training should have as a part of their individual program plan the goal for increasing their strength and stamina to function for eight hours per day and the objectives to accomplish this goal.

If an individual client, after documented appropriate effort has been made, is not able to obtain the necessary stamina and strength to function for eight hours per day in the day service program then individual program planning should be implemented to maintain the client's maximum stamina and strength capabilities for functioning in the day service. In all circumstances where a client's stamina and strength does not allow normal eight hour participation in training activities; increased rest periods, alternative training activities or other programming options should be explored and implemented as appropriate within the day service program rather than returning the individual client to their home before the end of the normal eight hour program day. If the client is most appropriately served by returning to the residential facility before completing a full eight hours of programming, appropriate staff

arrangements should be developed between the day service facility and the residential facility (i.e. as a possibility an aide, case manager, auxiliary worker or volunteer from the day service facility) to accompany and supervise the client in the residence until regularly scheduled residential staff report for duty should be explored. Under no circumstances should clients be in residential or day service facilities without appropriate staff supervision on the premises.

RG:kb