

**BROTOLOC NORTH
PUTNAM PLACE AFH
PROGRAM STATEMENT**

05/01/2020

Description:

Putnam Place is a licensed Adult Family Home, under Wisconsin Administrative Code DHS 88, to serve up to four (4) adults (18 years or older) with Intellectual Disabilities, Mental Illness, AODA issues, and/or those who are dually diagnosed. This home is not an accessible home and all residents must be ambulatory. It is located at 2715 May Street, Eau Claire, Wisconsin 54701.

Putnam Place is a beautiful, split level house that is located in a quiet neighborhood on Eau Claire's South Side. The house is set on a corner, tree filled lot. Inside the house are 2 upper level bedrooms, 2 lower floor bedroom, 2 bathrooms, and a kitchen, 2 living rooms, and an office. The extra living areas allow for more privacy for the residents and also create a spacious living environment. There is also a small back and side yard area, which offers chairs for lounging. In addition to the physical environment, Putnam Place is known for its warm, family-like atmosphere.

Admission Policy:

Residents considered for admission to Putnam Place must be programmatically compatible with each other.

Putnam Place welcomes individuals who exhibit challenging behaviors, but may exclude persons who are actively suicidal, who present a chronic and severe danger to themselves or others, and/or who are destructive of property, unless an Individual Service Plan identifies the areas of risk and serves as a reasonable plan to minimize these risks. Initial referral and assessment information must be at Putnam Place upon admission of resident.

Within 90 days prior to admission, each resident must be examined by a physician or registered nurse and found to be free of communicable disease. Documentation of this examination is required prior to admission.

Letters of Guardianship, Protective Placement or any applicable legal documents must be at Putnam Place upon admission of resident.

Program Goals:

The overall goal of Putnam Place is to maximize the residents' cognitive, affective, and physical health as well as psychomotor skills in order to help them obtain their highest possible level of functioning. This will be accomplished through attitudes of hopefulness, a structured yet warm environment, individual treatment plans with realistic goals, and the opportunity for group living and social interaction. Imperative to the program is an emphasis on community integration to the greatest extent possible for each resident as well as promoting the highest level of independence

achievable. Examples of such integration and independence are vocational training in the community, schooling, social interaction through community events and activities, and encouraging structured independent time within the community and at home. Each resident will have a goal-oriented individual service plan which will be discussed and reviewed with case managers, guardians, families and others involved in their lives.

Specific program goals include:

1. Assisting and training residents in personal care activities such as dressing, grooming, and bathing.
2. Assisting and training residents in daily living skills such as meal planning and preparation, laundry, and household chores. Residents are expected to participate in the daily upkeep of the house.
3. Assisting residents in appropriate socialization including productive and independent leisure time, one-on-one interaction, and group activities.
4. Assisting residents in areas of money management, public transportation, and schooling.
5. Assisting residents in maintaining their health through appropriate diet and exercise.
6. Assisting residents in understanding and expressing their emotions and feelings, and focusing on building good self-esteem and a sense of self worth.
7. Encouraging and helping residents in maintaining involvement with family members and other significant people in their lives.
8. Accurately assessing and responding to the unique and changing needs of each resident.

Staffing Levels and Training:

Putnam Place will have at least one staff on duty at all times. The ratio of staff to residents shall be adequate to meet the needs of the residents as defined in their assessments and individual service plans and for the type of facility.

All staff at Putnam Place are trained through Brotoloc North in-services as well as at least 24 hours of on the job training. Inservices include:

CPR	Observing & Charting	Introduction to TBI
First Aid	Seizures	Introduction to M.I.
Fire Safety	Vital Signs & Assessment	Introduction to I.D/D.D.
Medication Administration	Resident Rights	Personal Care Training
Standard Precautions	Sexuality Issues	Change In Condition
Dietary/Sanitation	AODA- Intro, Relapse, Recovery	HIPAA
Trauma Informed Care	Abuse Neglect, Misappropriation	Crisis Prevention (Challenging Beh)
Beh)		

The staff are also all trained as Personal Care Workers. All training must be completed within the first three months of employment. Refresher courses are required for CPR, First Aid, Medication Monitoring, Vital Signs & Assessment, Resident Rights, including abuse, neglect and misappropriation, and Recognizing & Responding to Challenging Behaviors. In addition, extra trainings are offered throughout the year.

Safety Issues:

Putnam Place will train residents to develop a working knowledge and understanding of areas where precautions may be necessary, such as emergency plans in case of fire or severe weather, community safety as well as sexuality and abuse issues.

Program Services:

Program services are provided as described in each resident's Individual Service Plan in the following areas:

Health Monitoring/Psychiatric Services

Health Monitoring Services are provided by an on-staff Nurse who ensures that each resident receives an initial health screening assessment and at least yearly examinations by a physician. Brotoloc North provides for health care through a number of local health care providers, dentists, neurologists, psychiatrist, pharmacy services, and other specialists.

Medication Monitoring

Medications will be self-administered and or administrated by trained staff. Medication administration by authorized staff will occur only when ordered by a physician.

Leisure Time Services

Leisure Time Services are designed to maximize meaningful and productive activities in the community as well as at home. The staff stresses community involvement through frequent attendance at activities and utilization of various resources in the Eau Claire area. Residents have the opportunity to structure their leisure time individually and through group consensus, visiting the library, local shopping, malls, restaurants, picnics in a variety of area parks, sporting events, and special community events. Special events and tours are scheduled throughout the year, as well.

Family-style home-centered recreational activities include playing cards and board games, listening to music, various arts and craft projects, viewing television and videos and reading or book tapes. Participation in exercise programs, walking, and sports activities is also offered and encouraged.

Personal Care Services

Personal Care Services are provided by Brotoloc North staff who assist and support the residents in activities of daily living as specified in the residents' Individual Service Plans.

Supportive home care service referrals will be made to outside providers when such services are ordered by a physician.

Information and Referral Services:

For information and referral services, contact the Brotoloc North of Eau Claire Regional office at 715-832-5085.