

**BROTOLOC NORTH  
West Wind AFH  
PROGRAM STATEMENT**

***Description:***

West Wind is a licensed adult family home, under Wisconsin Administrative Code HSS 88, to serve up to three (3) 18 years or older, with developmental disabilities, emotionally disturbed/mental illness(s), physically disabled. It is located at 815 Zephyr Hill, Eau Claire, Wisconsin 54703.

West Wind is a single level home located in a quiet neighborhood on a dead end street. The house is a one level ranch-style on one level. There are 3 bedrooms; one is a very large master bedroom and 1 bathroom. The spacious living room, dining room, kitchen and family room allow for easy navigation. There is a large yard with a large deck which has a ramp for accessibility partial fencing providing more privacy and safety. There is also a full basement, which will be used for storage.

West Wind is wheel chair accessible and will accept ambulatory and non-ambulatory clients. The interior of the house is well suited for those in wheelchairs or those who have difficulty ambulating as it are a single level home with large, roomy halls and accessible bathrooms and showers. West Wind also has a van equipped with a wheel chair lift.

***Admission Policy:***

Residents considered for admission to West Wind must be programmatically compatible with each other and will be professionally recommended for community placement.

West Wind welcomes individuals who exhibit challenging behaviors, but may exclude persons who are actively suicidal, who may present a physical threat to more vulnerable residents and/or who are destructive of property. A team meeting will be held to assess a potential resident that may have a history of these behaviors. The resident will not be accepted 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 West Wind on admission of each 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 Poplar Place on admission of resident.

***Program Goals:***

The overall goals of West Wind are to maximize the residents' cognitive, affective, physical health and psychomotor skills in order to help them obtain their highest possible level of functioning, along with a focus on building self-esteem. 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. Independence and self-worth are reinforced through the program as household members share in the daily living tasks to the extent that each person is individually capable. Also imperative to the program is an emphasis on community integration to the greatest extent possible for each resident. Examples of such integration are religious activities, cultural events, and social interaction through community events and activities. 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.
3. Assisting residents in appropriate socialization, including productive and independent leisure time, one-on-one interaction, and group activities.
4. Assisting residents in understanding and expressing their emotions and feeling, focusing on building good self-esteem and a sense of self worth.
5. Encouraging and helping residents in maintaining involvement with family members and other significant people in their lives.
6. Accurately assessing and responding to the unique and changing needs of each resident.

***Staff Levels and Training:***

West Wind 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 West Wind are trained through Brotoloc North inservices as well as at least 24 hours of on the job training initially and 15 hours annually. Inservices include:

CPR	Observing & Charting	Introduction to TBI
First Aid	Seizures	Introduction to M.I.
Fire Safety	Vital Signs & Assessment	Introduction to D.D.
Medication Monitoring	Resident Rights (part 1 & 2)	Personal Care Training
Standard Precautions	Sexuality Issues	AODA
Dietary/Sanitation	Recognizing & Responding to Challenging Behaviors	

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, and Recognizing & Responding to Challenging Behaviors, as well as client specific trainings. In addition, extra in services are offered throughout the year.

***Safety Issues:***

West Wind 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 Registered 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, psychiatrists, dentists, neurologists, pharmacy services, and other specialists.

**Medication Monitoring:**

**Medications** will be administered either by the client or the staff as appropriate for the individual client and monitored 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, and 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 crafts projects, viewing television and videos and reading or book tapes. Participation in exercise programs, walking, and sports activities are 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.

**Respite Guidelines:**

Persons may be admitted for respite care for up to 28 consecutive days. Persons receiving respite care will normally not have an individualized program plan, but will have an interim plan developed to meet the short-term needs of the individual. Persons accepted for respite will need to be programmatically compatible with the permanent residents of the home.

**Discharge Policy:**

Except in cases of emergency, where immediate discharge is necessary to protect the health or safety of the resident or others in the home, or during the first 30 day of admission, a 30 day notice of discharge will be given to the resident, the resident's guardian, and the resident's case manager or responsible payer. Possible reasons for involuntary discharge are outlined in DHS 88.06 (2) (c) 7. Protocol will assist with transfer in an involuntary discharge is necessary.

**Conformity with DHS 88:**

It is the intent of this program statement to conform to all applicable requirements of DHS 88. If any part of this statement is found to be in conflict with Wisconsin statute, the applicable provisions of the statute will be followed.