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This agreement is made between/on behalf of _____, hereinafter referred to as the “participant” and ElderWatch Plus, hereinafter referred to as the “Center.”

It is agreed, as follows: The Center accepts the participant for admission as a non-occupant to its program for adult day services, subject to the following terms, rules and conditions.

Medical Care

1. A physician’s (or CRNP) medical report meeting the PDA requirements shall be completed prior to admission to the program. The exam must not be more than three months prior to admission and at least annually thereafter. The Center has no responsibility for costs.
2. The participant will remain under the care of his/her personal physician (CRNP); he/she will be the physician (CRNP) of record. Should the personal physician be unavailable, the Center will assist to designate an alternate physician. Any change in the physician of record must be reported to the Center, in writing.
3. Medication and treatments for participants will be administered by the Center only with an order / prescription from the physician.
4. Medication will be administered by the Center per Medication Policy, attached.
5. An initial written medication list and changes in medications, including those not administered at the Center, must be provided , and updated, to the Center .
6. Medical procedures not included in the Center’s daily cost, including but not limited to physical therapy and podiatry, will be billed directly to the participant. Such procedures will be rendered only with consent of the responsible party.
7. The Participant will provide “supplies” for treatments scheduled at the Center.

Emergency Care, CPR and Advance Directives

1. In the event of a significant change in medical status, the Center is authorized to administer first aid or seek additional assistance for the participant’s welfare. If the Center staff determine a situation to be emergent, they will call 911 for emergency support. The Center can not attempt to influence the destination of transport, by emergency responders. The participant’s emergency contact will be notified of transport.
2. CPR will be initiated if condition of participant necessitates and regardless of Advance Directives held in Center file. The Center is not bound to Advance Directives.
3. A information packet will be provided to Emergency Responders, including: participant’s emergency contact sheet , most recent medication list and medical examination and Advance Directives (if applicable and provided to Center). Current medical status will be provided.
4. In a lesser medical situation, the Center may call the Physician of record or designee for recommendations and orders. The emergency contact will be advised of the physician’s input.
5. In the event of illness, the emergency contact may also be contacted to make arrangements to pick up the participant. The Center has the right to expect the participant to be transported from Center within one hour of request for medical reason.
6. Any and all costs related to emergency care and transportation are the sole responsibility of the participant.
7. There must be a designee to serve as emergency contact, provided in writing to the Center.
8. There must be a designee for to serve as responsible party to give consent for emergency medical treatment,
9. Written documentation of Power of Attorney and Living Will must be provided to Center, when available and applicable.

Services Provided

The Center shall have available the following services. The services provided may vary in accordance with the individual participant's Plan of Care:

1. Medical Monitoring: Vital Signs, Health Screening, Quarterly Nursing Assessment, Nursing Observations, Medication Administration, Diet Monitors, and Health Education. The family is responsible to provide individual monitoring devices, and equipment as needed.
2. Individualized assessment via Care Plan.
3. Activity Programs: Scheduled activities that are social, recreational, and functional. Large and small groups based on the participant's interests and functional levels, and peer group support programs.
4. Counseling and support of participants and families.
5. Assistance with Activities of Daily Living and Personal Care. The family is responsible to provide all pads and other "equipment" for the participant's personal care.
6. Board: Breakfast, lunch, and snack will be in compliance with the PDA nutritional requirements for an older adult. Lunch will meet 1/3 of the daily nutritional requirements.
7. Outside services, including but not limited to Physical Therapy and Podiatry, are available, but not included in the daily fee. The outside provider has the right to bill medical insurance and seek funding from other agencies for services rendered. The participant (responsible party) must cooperate in completing documentation required for payment. The outside provider of service has the right to expect payment. The Center is not responsible for any services by an outside provider, or [payments to them.

Participant Welfare and Property

1. The participant shall assume responsibility for personal property and release the Center, officers, agents, and employees completely from any and all responsibility for the welfare of the participant, for injury, or death, or for damage or loss of personal property.
2. The Center requires that all items worn or brought to the Center have a name label. The Center requires that a change of clothing be left at the Center for emergencies, and replaced as requested by Center. . The Center may label items brought to the Center on behalf of a participant. The participant must provide all supplies for personal hygiene and medical treatments.
3. The role of the Center is to serve as advocate for the participant. Should situations arise where the Center identifies situations compromising the participant's welfare or property, the Center has the right to notify appropriate agencies and authorities.
4. All participants should have a form of identification on their person at all times. Participants who cannot accurately provide this information should have a non-removable form of identification. (Available from the Alzheimer's Association)
5. Changes in the participant's address or phone number, or changes in those of his/her emergency contact must be provided to the Center in writing.
6. Non-Discrimination, Civil Rights, and Grievance Procedures and Participant's Rights are provided separately and reviewed with each participant. The Center remains in strict compliance with these policies.
7. Records are confidential and the Center is HIPAA compliant. HIPPA policy is reviewed and available.

Payment

1. Participant's, who are not funded are expected to make payment for the scheduled week of services on the first day of the service week.
2. Any other arrangements must be pre agreed upon by the Center Director.
3. Failure to comply with payment fee and schedule can result in suspension of services following 1 written warning.
4. There is an eight day per month minimum requirement for attendance at ElderWatch Plus. Make up days are available. Participants will be billed for days not attended to meet the eight day minimum.

Arrivals and Departures

1. Transportation
 - a. Transportation used by the participant to arrive at and depart from the Center is his/her choice.
 - b. The Center can assist in transportation arrangements for participants who are not in the "Waiver" Program. Individuals in the "Waiver" Program will be assisted by their Care Manager.
 - c. The Center can offer no guarantees of service on behalf of transportation delivery systems. In cases of inclement weather or other emergencies, the family must be prepared to make alternate arrangements.
 - d. The participant is responsible to adhere to the policies of the transportation provider.
 - e. The Center shall bear no financial responsibility for participant transportation.
2. Absentees / Early Arrival / Late Departure
 - a. Participants are required to notify the Center of planned changes in their schedule.
 - b. Participants are required to notify the Center of emergent changes in their schedule.
 - c. Participants are required to notify Center and CCT Connect if they will not be attending according to their regular schedule.
 - d. The Center will call participants who do not arrive per their schedule.
 - e. The Center will immediately begin to contact the family of any participant remaining at the Center past closing time. Emergency Contacts will be called until someone able to pick up the participant is reached. Early arrivals and late departures must be agreed upon, in advance, with the Center.
 - f. Early arrivals and late departures must be agreed upon, in advance, with the Center.
 - g. The Center has the right to charge a fee to any participants (regardless of payer source) at Center privately transposed to the Center later or earlier than posted schedule hours. (\$ 10.00 / 15 minutes)
 - h. The Center has the right to expect families to make arrangements to pick up participant in the event of a transportation system failure.
 - i. There is an eight visit / month minimum requirement. Private Pay consumers will be charged accordingly.

Failure to comply with above expectations may result in suspension or termination of services..

Discharge and Referral

1. Participation in the Center shall be based on ongoing evaluation of each participant. If, at any time, evaluation indicates the participant is unable to benefit from the program or cannot be safely managed in the program, arrangements for discharge and recommendations of other resources will be made.
 - a. Discharge will not be contingent on alternate placement, 30 days notice will be provided except as stated.
 - b. In the event of unsafe circumstances, the Center has the right to immediate discharge.
 - c. The Center maintains the right to discharge due to non-receipt of payment.
2. Participants may also be placed on "hold" from returning to the Center, should a situation arise that compromises the health and safety of individuals at the Center.
3. All participants have a 10-visit trial in the program. The Center may extend the trial period based on staff assessment of the participant and his/her adjustment to the Center.
4. Participants not complying with requirements set forth by the Pa. Department of Aging will be placed on hold.

Binding Effect and Termination

1. This agreement is binding to all parties involved. Termination of this agreement by the Center can be done in the circumstances outlined above.
2. Participants may terminate this agreement with 24-Hour notice to the Center or Care Manager.
3. Participants are responsible for all charges incurred until actual discontinuance of the program.

I have read the above agreement and all questions have been answered to my satisfaction. I may maintain this document for my records. I will sign the "Permission Check Off" prior to Admission to ElderWatch Plus.

EWP Forms 9/10