



Questions to Ask When Visiting a Day Program

(Adapted from WarmLine Family Resource Center's Moving On- Transition to Adult Living for Young Adults with Special Needs:
http://www.warmlinefrc.org/uploads/5/9/5/8/5958794/moving_on_-_transtion_to_adult_living_for_young_adults_with_special_needs_2012.pdf)

Program Name: _____

Address: _____

Phone: _____

Contact Person/Director: _____

Does the program offer:

- Community integrated activities __Yes__No
 - Site-based activities __Yes__No
 - Employment training __Yes__No
 - Paid employment __Yes__No
 - Varied support for participants with a different levels of functioning __Yes__No
 - Activities during the day which enhance participants' independent living skills __Yes__No
 - Other: _____
- What communities does the program serve? _____

 - How long has the program been in business? _____
 - Are there other sites? _____
 - Ratio of participants to staff? _____
 - What are the qualifications/experience of the director/manager? _____

 - What are the qualifications/experience of the staff? _____

 - How is new staff trained? _____

 - Is there on-going (regular) staff training? __Yes__No
 - What are the attendance requirements? _____

 - What are the hours of the program? _____
 - Does travel time to and from program count as part of the program hours?
__Yes__No
 - Does the program provide transportation? __Yes__No

- Average age of the participants in the program? _____
- How many participants currently attend this program? _____
- How does the program communicate with parents or caregivers? _____

- Is the program completely accessible? __Yes__No
- What self-care abilities are required of the participants? _____

- Does the program administer medications during program hours? __Yes__No
- How is medication administration documented? _____

- What documentation does the program require from the doctor? _____

- Does the program collect money for activities? __Yes__No
- How will the money be tracked? _____

- Who decides what activities will be offered? Do participants take part in decisions about activities and training? _____

- What activities are offered in a typical week/month? _____

- Are the participants provided with a weekly/monthly schedule of upcoming activities? __Yes__No
- How are the participants grouped together? _____

- Does staff work with the same participants regularly? __Yes__No
- If this is an employment program, what are the employer's expectations? _____

- How does this program evaluate its own performance? _____

- Will this program use my feedback and input? __Yes__No
- What behavior interventions/programs are used? _____

- How are participants' rights taught and built into the program? _____

- Are the rights and grievance procedures posted in a place where everyone can see them? __Yes__No