

**Creston and District Society for Community Living - Accessibility Report and Plan**

Recommendations/Actions 2013/14	Progress/Status on Recommendations	Concerns/Issues from Survey 2013/14	Actions for 2014/15
<b>A. Physical Architectural Access</b>			
1. Finish Addition to the <b>8th Ave Day Program</b> to include new bathrooms and lunchrooms- June 2013	Done - some minor finishing to do as money is available.		
2. Obtain funding for Renovation Plan for <b>Orchard House</b> Develop Contingency Plan if no funding - Sep 2013	No funding available Plan is to do repairs, improve wall coverings and widen doorways.	<b>Orchard House</b> continues to be somewhat crowded and traffic flow is a problem with several "bottleneck" areas. The Dining area is small - there is not enough seating for all clients and staff to sit for a "family supper". Seating is somewhat limited for visitors.	1. Proceed with renovations and continue to explore options for remedy. Due: June 2014 Responsibility: Maintenance/Coordinator
3. Install permanent railings on front entrance to <b>Administration Office</b> and monitor the safety of the front entrance - June 2013	Done - there have been no incidents involving the entry-way but some clients have tripped slightly over the lip. We continue to monitor and make sure entry way is level.		2. Continue to monitor and keep entrance level and clear. Due: Ongoing/Responsible: Office Staff
4. Renovate the bathroom in the <b>7th Ave Day Program</b> - June 2013	Done as of February 2014		
5. Discuss and develop a plan to deal with parking issues at the <b>16th Ave</b> House.	Moves have been made and staffing levels changed. It is determined that this is currently not an issue.		3. Keep monitoring the parking situation Due: Ongoing Responsibility: CLC/Staff
<b>B. Attitudinal</b>			
1. Provide training to Orchard House staff regarding mental health issues for specific clients via DDMHS and to provide orientation to Casual Employees regarding strategies developed for specific clients - March 2013 & ongoing Responsibility: Roger Smith/Administration/DDMHS	Some training has been done for Orchard House staff pertaining to specific clients. New Casuals are oriented. Direction is given to staff and Casuals as needed. Strategies are discussed with staff at Team Meetings and on shift.		1. Continue to provide training to Orchard House staff regarding mental health issues for specific clients with DDMHS help, and include in Orientation to Casuals. Due: Ongoing/Responsibility: CLC/DDMHS
2. Provide education on Dementia and Palliative Care, mainly as it pertains to specific individuals on a case by case basis - March 2013 & ongoing Responsibility: Coordinators/Administration/IHA	Dementia training was done in most areas with DDMHS Nurse for specific clients. Some general training was also provided.  There was no Palliative Training in the last year.		2. To continue to provide education on Dementia with help from DDMHS. 3. To provide general training on Palliative Care if money allows and to provide support to staff in dealing with Palliative clients. Due: Ongoing/Responsibility: CLC/DDMHS
<b>C. Environmental</b>			
<i>None</i>		<p><b>Orchard House</b> - Noise is at a high level at times depending on mental health of clients. Sometimes an issue with one client can lead to frustration for all in the home. Common areas are very limited.</p> <p><b>Purcell Place</b> - There are no audible safety devices to warn hearing impaired clients for emergencies, but an Accura Fire Alarm System, lighting and the home has 24-hour staff support.</p> <p>The <b>8th Ave Day Program (Woodshop)</b> is noisy when using equipment - clients and staff wear ear protection. Hearing impaired persons can hear the smoke detectors.</p>	<i>No Recommendations</i>

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<b>C. Environmental (Continued)</b>			
		16th Ave - Devices to warn clients of emergencies are not in place, but the alarm is sufficiently loud enough to direct current clients.	No Recommendations
<b>D. Financial</b>			
1. To continue to work on reducing/eliminating net Incentive Allowance for the 8th Ave Day Programs and balance the budget with the decrease in funding Due: by Mar 31/14 Responsibility: Executive Director/Coordinator	Incentive Pay has been decreased and is getting close to matching revenues. Overall deficit for this program continues due to reduction of funding not related to the Incentive pay and increase in staffing costs which are not funded.	CLBC has cut Incentive Pay funding. We are attempting to pay individuals with profits from sales, but this may not be enough. We will have to make further cuts if we cannot increase our profits.	1. To continue to work on reducing/eliminating Incentive Allowance for the 8th Ave Day Program and balance the budget with the decrease in funding. Due: by Mar 31/15 Responsibility: Ex Director/Coordinator
2. To develop a plan to deal with the reduction of rental income at 16th Ave Responsibility: Executive Director/Coordinators	There are four tenants as of November 2013, so revenue is adequate - deficit for the property expenses for 16th Ave should be gone for 2014/15.	Four clients sharing rent appears to be adequate, however, new roofing is required soon.	2. Consider a 5th individual living in the home if appropriate and other clients agree.
None		<b>Orchard House</b> - Food/Supplies funding is tight. Cost of Living increases yearly would be nice. (This has been communicated to CLBC)	3. To manage the food budget and continue to ask CLBC for more funds. Ongoing/Responsibility: CLC/Ex Director
<b>E. Communication</b>			
None		No comments/concerns	
<b>F. Employment</b>			
None		Orchard Apt - T.K. has 6 hours weekly 1-1 used as 2 hours Mon, Wed & Fri. This is very helpful, however does not allow for any Day Program or employment opportunities at this time. This is fine.	No Recommendations
		Purcell Place - Home would be able to accommodate staff with physical/visual or hearing impariment if needed.	
<b>G. Transportation &amp; Community Access</b>			
1. To ensure staff at Orchard House can access a wheelchair van when required - the van at 25th Ave can be available Tuesdays, Thursdays and Fridays. Date: Ongoing/Responsibility: Coordinators	Orchard House staff have accessed the 25th Ave Van on occasion.	<b>Orchard House</b> - Needs are met, but one wheelchair client is limited in access to the community. We borrow the wheelchair van when needed. Also need staff with proper license to operate.	1. To continue to access a wheelchair van when required and encourage staff to get their Class 4 License. Date: Ongoing/Responsibility: CLC's
<b>H. Technology</b>			
None		Discussion at Accreditation Committee Meeting on Feb 12/14 resulted in no Technological barriers to service. This will be added to the questionnaire for next year.	No Recommendations