



**Admission Policies**

In applying for admission to Margaret's Place Adult Day Center program, the participant accepts responsibility to conform to the following policies:

1. Each participant will be requested to attend a personal interview at the center as preparation for consideration for admittance.
2. Each participant's physician will be requested to complete a medical report form verifying that the participant is free of communicable disease and has had a negative tuberculin skin test or chest x-ray with-in the past 6 months.
3. Should participant require medication, it shall be kept in pharmacy-labeled bottles and kept in a locked cabinet in the center. The participant will take his/her medication under the supervision of a registered nurse, who will keep a daily record of the medication and the times they were taken.
4. The participant will not be allowed to attend the program if he/she is ill or is considered infectious by the nurse on duty.
5. If a health emergency arises while at the Center, the family will be notified. If necessary, the participant will be transported to a hospital by the family, or by an ambulance obtained by the center at the family's expense.
6. After being ill admission and continuance to Margaret's Place program is subject to the approval of the participant, participants doctor, the family and the administrative staff of Margaret's Place.
7. If the participant's behavior becomes unmanageable or the physical condition deteriorates to the point of needing skilled care, the family will be notified and withdrawal from the program will be requested.
8. The participant must be picked up by closing time, or a \$25 late pick up fee will be charged.
9. For all self-pay participants, payments for service are expected to be in by the 10<sup>th</sup> of each month in advance for service. No refunds will be giving for no show or reschedules.
10. Margaret's Place is not responsible for any valuables or money kept in the participants possession while at the center.
11. No weapons, alcohol or any drugs that are not prescribed by participant's doctor are allowed at Margaret's Place.

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Participants Signature

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Date

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Witness Signature

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Date