

Community Based Adult Day Programs

The requirements below apply to the following types of Adult Day Programs:

- Activity Centers
- Adult Development Centers
- Behavior Management Programs
- Community Integration Programs
- Independent Living Programs

Personnel Requirements:

Director's Minimum Educational Qualifications:

1. A bachelor's degree and a minimum of 18 months of experience in the management of a human services delivery system; **OR**
2. Five (5) years of experience in a human services delivery system, including at least two (2) years in a management or supervisory system.

Supervisor's/Administrator's (Site Manager) Minimum Educational Qualifications per T17 & T22:

1. Three (3) years of experience in a human services delivery system; **AND** A bachelor's degree in a human services related field; **OR**

2. Three (3) years of experience in a human services delivery system; **AND**

At least one (1) year in a comparable program in a management or supervisory position **AND**

Two (2) years of experience or training in one of the following:

- Care and Supervision of clients in a licensed adult day care program or an adult day health care facility
- Care and Supervision of one or more of the categories of persons to be served by the day program

Consultant Recommendations:

If the program is providing services to a consumer whose IPP includes an objective to modify behaviors that may represent a threat to the individual, others, and/or property, a behavioral services consultant is recommended if program staff do not have skill, training or experience. If the program is providing health related services and program staff do not have skill, training or experience a health services consultant is recommended. See Title 17, section 54342 for minimum qualifications.

VMRC Orientation:

The following are orientation classes required for day program Supervisors/Administrators. Some classes are provided by VMRC others can be obtained from generic training resources.

- SIRs - VMRC class only
- Client's Rights - VMRC CD or from a generic resource
- Basic Medication Safety - VMRC Clinical class or generic resource
- Basic Health Essentials - VMRC Clinical class or generic resource
- Abuse Reporting, Your Legal Duty - generic resource
- Safeguarding Funds - VMRC class or from a generic resource
- Basic ISPs (suggested) - VMRC or generic resource
- Documentation (suggested) - VMRC or generic resource