

Entrance Guidelines

Purpose *To outline Entrance Guidelines for Adult Services and Family Support Services.*

Policy Statement *ASC is a customer-driven service that recognizes Entrance Guidelines based on current individual needs, without discrimination.*

ASC will ensure that Entrance Guidelines and special considerations reflect contractual requirements and ASC’s service philosophy.

If significant changes in Entrance Guidelines or special considerations are recommended, the proposed change will be brought to the Board for discussion and decision.

Binder(s):	Adult Services, Family Support Services					Page:	1 of 1
Section(s):	Entry/Exit	A	94-12-21	R	96-06-14	R/R	98-05-20
Program Area(s):	Adult Disability, FSS Disability, HF, PCAP	R/R	01-11-08	R/R	Mar 24/05	R/R	Mar 6/08
		R/R	Sept 27/12	R/R	Oct 29/15	R	Apr 4/18

Entrance Guidelines

General

1. All applicants must meet the identified criteria specified within each distinct service.
2. Applicants, and where applicable, Guardians, must be willing to work within the applicable guidelines of ASC's policies, procedures and regulating authorities.
3. Applicants, and where applicable, Guardians, must provide consent to receive services.
4. In private, fee for service arrangements, Trustees may also need to provide consent.

Disability Services for Adults and Children/Families

1. Applicants must be under 18 for application to Children's Disability Services, and 18 or over for application to Adult Disability Services. Special circumstances may be considered.
2. Applicants must have a confirmed source of funding (government or private fee for service).
3. Applicants/Guardians must provide full disclosure of all information relating to physical/mental health and behavioral concerns that may: create risk, impact service delivery, or impact the health or safety of the applicant, staff or others.
4. The agency and community resources must be available to meet specialized needs (e.g. physio/occupational therapists, mental health, behavioral supports, etc.).
5. Applicants/Guardians/Trustees must meet the financial obligations (e.g. recreation and leisure costs, and applicable transportation, room and board costs, etc.).
6. Applicants/Guardians must agree to sign and comply with a Service Agreement.

Disability Employment Services

1. Applicants must demonstrate a desire to be employed.
2. Applicants must be responsible for personal care needs or ensure the necessary supports are in place.
3. Applicants must be responsible for their own medication administration or ensure the necessary supports are in place.

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Healthy Families

1. It is desirable that applicants have children aged three and under, however in extenuating circumstances, applicants may be accepted with children up to the age of six.
2. Healthy Families is voluntary and the program is funded, there is no required confirmation of funding specific to the applicant.

Parent Child Assistance Program (PCAP)

1. Applicants must be women that:
 - a. Are pregnant, or up to six months post-partum and have alcohol or drug use issues, or
 - b. Have given birth to a child suspected of having or diagnosed with FASD, and are still in childbearing years

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