



Team Name: Services to Seniors  Team Lead: Regional Director – Seniors, Palliative Care & Cancer Care  Approved by: Executive Director – West	Reference Number: CLI.6710.PL.002  Program Area: Seniors Services - Community  Policy Section: General
Issue Date: February 11, 2019  Review Date:  Revision Date:	Subject: Adult Day Program Procedures Manual

**POLICY SUBJECT:**

Adult Day Program Procedures Manual

**PURPOSE:**

The Adult Day Program (ADP) Procedures Manual provide a framework for the operation of grant funded and Southern Health-Santé Sud administered Adult Day Programs (ADPs).

**BOARD POLICY REFERENCE:**

Executive Limitation (EL-01) Global Executive Restraint & Risk Management  
 Executive Limitation (EL-02) Treatment of Clients  
 Executive Limitation (EL-05) Financial Conditions & Activities

**POLICY:**

In accordance with Manitoba Health, Seniors and Active Living policy HCS 200.9 *External Agencies Grant Accountability*, Southern Health-Santé has established a procedure manual for the administration and operation of ADPs.

**IMPORTANT POINTS TO CONSIDER:**

- The Adult Day Program Procedures Manual applies to both grant funded (community) and Southern Health-Santé Sud administered ADPs.

**PROCEDURE:**

The Adult Day Program Procedures Manual is provided to each grant funded (community) and Southern Health-Santé Sud administered ADP by the Services to Seniors Specialist:

- At the time of Service Purchase Agreement signing; and
- On request.

**SUPPORTING DOCUMENTS:**

CLI.6710.PL.002.SD.01      Adult Day Program Procedures Manual

**REFERENCES:**

Manitoba Health, Seniors & Active Living (2008). Policy HCS 200.9: External Agencies Grant Accountability.

Manitoba Health, Seniors & Active Living (2014). Policy HCS 207.23: Adult Day Program.