



**MARY T. INC.  
PROGRAM POLICY MANUAL**

<b>POLICY TITLE:</b>	Program Abuse Prevention Plan	<b>SECTION:</b>	4-72
<b>DEVELOPED BY:</b>	Brent Krocak, Program Director	<b>PAGE:</b>	1 of 3
<b>REVISED BY:</b>			
<b>APPLIES TO:</b>	All Services Operating Under Rule 245D		
<b>EFFECTIVE:</b>	7/14	<b>REVISED:</b>	7/14

**Policy Purpose:** Mary T Inc. recognizes the significance of abuse and as a result developed the Program Abuse Prevention Policy to ensure the safety of the individuals served in our programs. Mary T. Inc. shall establish and enforce ongoing written Program Abuse Prevention Plans which will contain an assessment of the physical plant, it's environment, and its population identifying factors which may encourage or permit abuse and/or harm to persons served. Mary T. Inc. will establish a plan to reduce the potential abuse and/or harm related to areas covered in the program's PAPP.

**Procedure:**

- A. Any individual receiving services will be oriented to the program abuse prevention plan.
- B. If applicable, the individual's legal representative must be notified of this orientation.
- C. This orientation will take place within 24 hours of admission. If it is determined that the individual who would benefit more from a later orientation, the orientation may take place within 72 hours.
- D. Mary T. Inc.'s Director of Supportive will review the plan at least annually using the assessment factors and any substantiated maltreatment findings that occurred since the previous review.
- E. Mary T. Inc.'s County Licensors will review the plan at least annually using the assessment factors and any substantiated maltreatment findings that occurred since the previous review.
- F.. A copy of the Program Abuse Prevention plan shall be posted in a prominent location in the program and be available upon request.

All program abuse prevention plans will include the following information:

**I. Population Assessment**

The population assessment shall include an evaluation of the following factors:

- a. Age range of individuals served.
- b. Gender range individuals served.

- c. Mental functioning range of individuals served.
- d. Range of physical and emotional health of the individuals served.
- e. Range of adaptive/maladaptive behavior(s) of individuals receiving service.
- f. The need for specialized programs for the individuals served.
- g. The need for training of staff to meet identified individual needs.
- h. Knowledge of previous abuse that is relevant to minimizing risk of abuse for other individuals served.

A summary must be written explaining the specific measures the program will take to minimize the risk of abuse to the people related to the population assessment.

## **II. Physical Plant Assessment**

The physical plant assessment must include an evaluation of the following factors:

- a. The condition and design of the program to safety of the individuals served.
- b. Areas in the program that are difficult to supervise.

A summary must be written explaining the specific measures the program will take to minimize the risk of abuse to the people related to the physical plant assessment.

## **III. Environmental Assessment**

Environment assessment must include an evaluation of the following factors:

- a. The neighborhood or community the program is located in.
- b. The type of grounds and terrain that surrounds the program.
- c. The type of internal programming that is provided at the program.
- d. The program's staffing pattern.

A summary must be written explaining the specific measures the program will take to minimize the risk of abuse to the people related to the environmental assessment.