

#### **10A NCAC 14D .0402 PLANNING SERVICES FOR INDIVIDUAL RESIDENTS**

(a) At enrollment of a new resident, the program shall perform a assessment and written service plan for each individual. The assessment shall address the individual's ability to perform activities of daily living while in the program. The mental and physical health status of the individual shall also be assessed. The service plan shall be signed and dated by the administrator or designee. The health component of the service plan shall be written and signed by a registered nurse.

(b) In developing the written service plan, the program shall include input from the enrollee, family members, or other caregiver and other agency professionals with knowledge of the individual's needs. The service plan shall be based on strengths, needs and abilities identified in the assessment. The assessment and service plan shall be reviewed to assure continued accuracy at each enrollment. The service plan shall include:

- (1) the needs and strengths of the resident;
- (2) the interests of the resident;
- (3) the measurable service goals and objectives of care for the resident while in the overnight respite program;
- (4) the type of interventions to be provided by the program in order to reach desired outcomes;
- (5) the services to be provided by the program to achieve the goals and objectives;
- (6) the roles of resident, family, caregiver, volunteers and program staff; and
- (7) the time limit for the plan, with provision for review and renewal.

(c) Progress notes in the resident's record shall be updated every 24 hours while in the program.

(d) The resident, caregiver, and other service providers may contribute to the development, implementation and evaluation of the service plan.

(e) Any unusual behavior, change in mood, change in attitude or need for help or services shall be reported by the program. The report shall be made to the resident's family, caregiver, or responsible party. A note shall be made in the resident's record of action taken.

(f) The resident or the responsible party may choose the days and number of days the resident will attend, with the administrator's approval.

(f) The reason for any unscheduled resident absence shall be determined by the program staff and documented on the day it occurs. The program shall attempt to contact the absent resident or the responsible party.

(g) The overnight respite care program is responsible for the resident while the resident is enrolled. A resident leaving the program for part of a day shall sign out relieving the staff of further responsibility. If a resident has emotional or mental impairment which requires supervision and that person needs or wants to leave the program during the day, the social worker, family, caregiver, friend, or responsible party shall sign the person out.

*History Note: Authority S.L. 2011-104;  
Temporary Adoption Eff. January 1, 2012.*