

Prader-Willi Residence Policies

- ALL PWS POLICIES ARE IN ADDITION TO ALL OTHER TRIANGLE CROSS RANCH POLICIES AND PROCEDURES UNLESS OTHERWISE STATED. PWS RANCHERS MUST FOLLOW ALL TCR RULES AND REGULATIONS AND MUST AGREE TO PARTICIPATE IN RANCH CHORES, ACTIVITIES AND PROGRAMS AS PART OF THEIR DAILY SCHEDULE.
- ALL PWS STAFF MEMBERS ARE RESPONSIBLE TO UPHOLD ALL TCR POLICIES, PROCEDURES AND PRACTICES IN ADDITION TO SPECIFIC POLICIES, PROCEDURES AND PRACTICES FOR THE PWS RESIDENCE.

ADMISSION REQUIREMENTS

- TRIANGLE CROSS RANCH SHALL ADMIT RESIDENTS WITH A PRIMARY DIAGNOSIS OF PRADER-WILLI SYNDROME, ACCOMPANIED BY A SECONDARY DIAGNOSIS OF MILD RETARDATION OR DOCUMENTATION OF MILD RETARDATION.
- APPLICANTS WITH A DIAGNOSIS OF PRADER-WILLI SYNDROME SHALL COMPLETE ALL STANDARD REQUIREMENTS FOR THE APPLICATION AND ADMISSION PROCESS AS OUTLINED IN THE PROVIDER PACKET, APPLICATION PACKET AND PREASSESSMENT FORMS.
- PWS ADULTS ADMITTED TO THE FACILITY FOR ANY TYPE OF RESIDENCE OR RESPITE CARE, SHALL PROVIDE A DOCTOR'S PRESCRIPTION FOR A THERAPEUTIC DIET THAT INCLUDES DAILY CALORIE COUNT LIMITATIONS AND A DIRECTIVE FOR RESTRICTING RESIDENT ACCESS TO FOOD SOURCES. PRADER-WILLI RESIDENT DIETS SHALL BE REEVALUATED ANNUALLY, OR MORE OFTEN AS NEEDED, BY THEIR PERSONAL PHYSICIAN. SUCH THERAPEUTIC DIET SHALL BE PROVIDED PRIOR TO RESPITE VISIT, 10 DAY TRIAL, 120 DAY PROBATIONARY PERIOD OR FULL TIME ADMISSION.
- PWS ADULTS ADMITTED TO TRIANGLE CROSS RANCH SHALL PROVIDE AN EXERCISE PROGRAM THAT IS APPROVED BY A PHYSICIAN OR EXERCISE PROFESSIONAL AND CAN BE CARRIED OUT ON THE RANCH PROPERTY. THIS PROGRAM SHALL INCLUDE DAILY/WEEKLY ACTIVITIES AND DIRECTIVES FOR INCENTIVE CALORIES OR OTHER INCENTIVES TO BE ADDED TO THE RANCHER'S CARE PLAN FOR COMPLIANCE WITH THE EXERCISE PROGRAM.
- PRIOR TO ADMISSION, ALL APPLICANTS FOR RESIDENCE IN A PRADER-WILLI HOME SHALL PROVIDE LEGAL DOCUMENTS VERIFYING COURT APPOINTED GUARDIANSHIP, ADVANCE DIRECTIVES, AND MEDICAL DURABLE POWER OF ATTORNEY OR MEDICAL PROXY. TRIANGLE CROSS RANCH MAY REQUEST THAT A GUARDIAN AD LITEM BE APPOINTED FOR RESIDENTS WHO ARE PLACED AT A DISTANCE FROM THEIR LEGAL GUARDIAN.
- PRIOR TO ADMISSION, ALL APPLICANTS FOR RESIDENCE IN A PRADER-WILLI HOME SHALL PROVIDE AN AGREEMENT SIGNED BY THE APPLICANT AND THEIR GUARDIAN(S) TO ABIDE BY

THE RANCH RULES AND THE HOUSE RULES OF THE PWS HOME IN ORDER TO PRESERVE THE SAFETY AND WELL-BEING OF THE RESIDENT.

- ALL APPLICANTS SHALL PROVIDE FULL DISCLOSURE CONCERNING ALL PREVIOUS PLACEMENTS, BEHAVIORS, MEDICAL AND PSYCHOLOGICAL ISSUES, ADDITIONAL DISABILITIES, MEDICATIONS, AND TREATMENTS PRIOR TO ADMISSION. A COMPLETE PICTURE OF THE APPLICANT, INCLUDING ALL PREASSESSMENTS AND PREVIOUS DOCUMENTATION SHALL BE IN PLACE PRIOR TO RESPITE, TRIAL VISIT AND PROBATIONARY PERIOD. THE APPLICANT AND HIS/HER RESPONSIBLE PARTY SHALL PROVIDE ANY AND ALL ADDITIONAL INFORMATION RELATED TO THE APPLICANT'S ADMISSION PROCESS AS IT IS REQUESTED BY THE DIRECTOR PRIOR TO ANY TYPE OF RESIDENCE ON THE RANCH. ALL INFORMATION SHALL BE KEPT STRICTLY CONFIDENTIAL.
- THE INDIVIDUALIZED CARE PLAN SHALL BE IN PLACE PRIOR TO ANY TYPE OF RESIDENCE ON THE RANCH. THIS PLAN SHALL BE BASED ON HISTORICAL DATA, MEDICAL INFORMATION, FAMILY COMMUNICATIONS, RANCHERS DESIRES AND ALL OTHER APPLICABLE INFORMATION RECEIVED DURING THE APPLICATION AND ASSESSMENT PROCESS.

EXCLUSIONS FROM ADMISSION

- TRIANGLE CROSS IS NOT A MEDICAL FACILITY AND DOES NOT PROVIDE A SECURED UNIT OR ENVIRONMENT. THEREFORE, APPLICANTS WHO POSSESS ANY OF THE FOLLOWING SHALL NOT BE ADMITTED TO THE RANCH:
 1. EATING NON-FOOD ITEMS (PICA)
 2. HISTORY OF OR REPEATED DEMONSTRATION OF ELOPEMENT
 3. HISTORY OF OR REPEATED DEMONSTRATION OF VIOLENT BEHAVIOR
 4. DISREGARD FOR AUTHORITY AND NON-COMPLIANCE WITH RULES, ROUTINES AND TASKS
 5. MORBID OBESITY (100 POUNDS OR MORE OVERWEIGHT)
 6. SEVERE RESPIRATORY OR CARDIAC CONDITIONS
 7. SEVERE SKIN PICKING OR SELF ABUSIVE BEHAVIORS THAT RESULT IN MEDICAL CONDITIONS BEYOND THE ABILITY OF TRIANGLE CROSS RANCH TO SUPPORT.
 8. FECAL SMEARING ON A LARGE SCALE AND/OR ON A DAILY/WEEKLY BASIS.
- REFUSAL OF FULL DISCLOSURE OF HISTORICAL DATA CONCERNING THE APPLICANT SHALL TERMINATE THE APPLICATION AND ASSESSMENT PROCESS AND DISQUALIFY THE APPLICANT FOR ADMISSION.

FOOD RELATED POLICIES

- TRIANGLE CROSS RANCH SHALL EMPLOY THE USE OF THE RED/YELLOW/GREEN PROGRAM, ENDORSED BY PWSAUSA, FOR ALL MENU, MEAL AND SNACK PLANNING. ALL OTHER PRINTED SOURCES OF NUTRITION AND MEAL PLANNING INFORMATION SHALL BE SECONDARY TO THIS PROGRAM. NO RESOURCES ON NUTRITION THAT ARE NOT ENDORSED BY PWSAUSA SHALL BE USED IN THIS PRADER-WILLI PROGRAM.
- REGISTERED DIETITIAN OR NUTRITIONIST OVERSIGHT OF INDIVIDUAL PWS RANCHER DIETS SHALL BE AT RANCHER EXPENSE.

- TRIANGLE CROSS RANCH SHALL TAKE ALL REASONABLE STEPS TO PREVENT FOOD SEEKING BEHAVIORS ASSOCIATED WITH PRADER-WILLI SYNDROME BY SECURING THE PHYSICAL ENVIRONMENT. THESE STEPS SHALL INCLUDE, BUT NOT BE LIMITED TO, LOCKING CUPBOARDS AND PANTRIES, MAKING USE OF FENCING, MAKING USE OF EGRESS ALERT DEVICES, AND LOCKING ALL BUILDINGS LOCATED ON THE PROPERTY WHEN RESIDENT SUPERVISION IS NOT AVAILABLE.
- TRIANGLE CROSS RANCH SHALL TAKE REASONABLE STEPS TO AID THE PRADER-WILLI RANCHER IN MANAGING FOOD SEEKING BEHAVIORS AND INTERMITTENT EMOTIONAL INSTABILITY RESULTING FROM PWS. THESE STEPS SHALL INCLUDE BUT NOT BE LIMITED TO PROVIDING APPROPRIATE ACTIVITY PROGRAMMING, SOCIAL INTERACTIONS AND WORK OPPORTUNITIES ONSITE; PROVIDING THREE BALANCED MEALS AND THREE NUTRITIOUS SNACKS AT REGULAR AND PREDICTABLE TIMES; AND INCLUDING THE RANCHER IN MENU PREPLANNING, CALORIE COUNTING AND MEAL PREPARATION WHEN APPROPRIATE AND IN ACCORDANCE WITH THE INDIVIDUALIZED CARE PLAN.

BEHAVIOR POLICIES

- STAFF WILL CONTROL ALL SPENDING MONEY IN A PWS SPECIFIC HOUSE. RANCHERS MAY ACCESS THEIR MONEY THROUGH STAFF FOR APPROVED AND PREPLANNED PURCHASES ONLY, IN ACCORDANCE WITH THE INDIVIDUALIZED CARE PLAN. NO PWS RANCHER SHALL HAVE FREE ACCESS TO PERSONAL SPENDING MONEY AT ANY TIME DURING THEIR RESIDENCY.
- ANY PWS RANCHER WHO LEAVES TCR PROPERTY WITHOUT NOTIFYING STAFF AND/OR WITHOUT STAFF PERMISSION SHALL BE DEEMED TO BE A DANGER TO HIM/HERSELF AND SHALL BE IMMEDIATELY DISCHARGED. IMMEDIATE ARRANGEMENTS FOR TRAVEL, SUBSEQUENT HOUSING AND/OR PLACEMENT ARE THE SOLE RESPONSIBILITY OF THE RANCHER AND HIS/HER LEGAL GUARDIAN.
- PAYMENT FOR DESTRUCTION OF PROPERTY OF ANY KIND BY THE RANCHER SHALL BE BILLED DIRECTLY TO THE RANCHER AND THE LEGAL GUARDIAN. THE GUARDIAN AND/OR RANCHER SHALL PAY THE COST OF REPLACEMENT OF ANY DAMAGED ITEM, INCLUDING THE ITEM ITSELF AND ANY ASSOCIATED LABOR OR INSTALLMENT COSTS.
- DISCOVERY OF PRIOR ASSESSMENT, PLACEMENT, MEDICAL, BEHAVIORAL OR HISTORICAL INFORMATION THAT HAS BEEN WITHHELD BY THE RANCHER OR GUARDIAN SHALL BE GROUNDS FOR DISCHARGE AND THE IMMEDIATE ISSUANCE OF A 30-DAY NOTICE.

SEARCHES OF PRIVATE ROOMS AND PERSON

- PRIOR TO ADMISSION, PWS APPLICANTS SHALL PROVIDE A SIGNED AGREEMENT AUTHORIZING REGULAR SEARCHES OF THEIR PRIVATE ROOMS AND/OR PERSON, WHEN DEEMED NECESSARY BY STAFF, IN ORDER TO MINIMIZE FOOD SEEKING AND BINGING TENDENCIES. EACH SEARCH WILL BE CONDUCTED IN ACCORDANCE WITH THE RANCHER'S CARE PLAN, WITH RANCHER PERMISSION, WITH THE RANCHER AND HIS/HER ADVOCATE IN ATTENDANCE AND WITH RESPECT FOR PRIVATE PROPERTY. BY CHOICE, THE RANCHER MAY CHOOSE TO WAIVE THEIR RIGHT TO ATTEND OR TO HAVE AN ADVOCATE PRESENT.

Procedure for searching the private room:

1. ASK RANCHER FOR PERMISSION TO SEARCH HIS/HER ROOM.
2. IF RANCHER REFUSES AND YOU SUSPECT A FOOD INCIDENT, CONTACT THE ED IMMEDIATELY AND DO NOT PROCEED.
3. AFTER OBTAINING PERMISSION, ASK IF THE RANCHER WOULD LIKE TO BE PRESENT FOR THE SEARCH PROCESS AND IF HE/SHE WOULD LIKE A SECOND PERSON THERE AS WELL.
4. SEARCH ALL POTENTIAL HIDING PLACES, UNDER BED, IN BEDCLOTHES, AND ANY PLACE WHERE FOOD OR FOOD RELATED ITEMS MAY BE FOUND. PLEASE PRESERVE THE DIGNITY OF THE RANCHER DURING THIS PROCESS AND DO NOT COMMENT ON THE CONDITION OF THE ROOM, THEIR POSSESSIONS OR EXPRESS YOUR OPINIONS IN ANY WAY DURING THE SEARCH PROCESS.
5. IF YOU'RE UNSURE AS TO WHETHER IT'S OK TO SEARCH A SPECIFIC AREA OF THE ROOM, CHECK AGAIN WITH THE RANCHER, IF PRESENT, AND PROCEED. IF THE RANCHER IS NOT PRESENT, STOP THE SEARCH, CHECK WITH THE ED AND RANCHER BEFORE CONTINUING.
6. IF AT ANY TIME THE RANCHER DIRECTS YOU TO STOP THE SEARCH, STOP IMMEDIATELY. IF YOU SUSPECT A FOOD INCIDENT, CALL THE ED IMMEDIATELY.
7. DO NOT SEARCH THE RANCHER'S ROOM MORE OFTEN THAN ONCE PER DAY. ANY SEARCHES IN EXCESS OF THIS MUST BE CLEARED WITH THE ED.
8. DOCUMENT PROCESS AND FINDINGS ON THE SEARCH OF RANCHER ROOM CHART IN THE SHIFT DOCUMENTATION BOOK.
9. ALL FINDINGS AND ALL SEARCH PROCESSES ARE TO BE AS HELD STRICTLY CONFIDENTIAL.

Procedure for searching the Rancher's person:

1. ALL SEARCHES OF THE RANCHER'S PERSON MUST BE CONDUCTED BY A STAFF MEMBER OF THE SAME SEX AND WITH ANOTHER STAFF MEMBER IN ATTENDANCE WHEN POSSIBLE.
2. ASK RANCHER TO EMPTY POCKETS AND BAGS. OBSERVE THIS PROCESS.
3. PHYSICALLY CHECK THE POCKETS OF JACKETS, SWEATERS OR UNATTACHED CLOTHING. PHYSICALLY CHECK THE CONTENTS OF ANY CONTAINERS AND THE CONTAINER ITSELF.
4. PAT DOWN THE RANCHER'S PERSON. USE EXTREME CAUTION TO PRESERVE THE DIGNITY OF THE RANCHER AND AVOID ANY AND ALL EMBARRASSMENT. DO NOT MAKE THIS PUNITIVE AND DO NOT COMMENT, EXCEPT TO REASSURE THE RANCHER THAT HE/SHE IS NOT IN TROUBLE.
5. COLLECT ANY ITEMS FOUND THAT ARE FOOD OR FOOD RELATED. COLLECT ANY ITEMS THAT DO NOT BELONG TO THE RANCHER AND TURN THEM OVER TO THE ED.
6. REFUSAL TO SURRENDER ITEMS MUST BE REPORTED TO THE ED IMMEDIATELY AND DOCUMENTED IN THE DAILY JOURNAL.
7. DOCUMENT THE PROCESS AND FINDINGS IN THE RANCHER'S DAILY JOURNAL NOTES.

EGRESS DEVICES POLICY AND PROCEDURE

Policy:

TRIANGLE CROSS RANCH SHALL USE AN ALARM SYSTEM TO ALERT STAFF TO POSSIBLE ELOPEMENT AND FOOD SEEKING BEHAVIORS ASSOCIATED WITH PRADER-WILLI SYNDROME. SUCH DEVICES SHALL BE USED IN HOMES DESIGNATED FOR THE CARE OF PWS INDIVIDUALS IN ORDER TO ENSURE THAT THE THERAPEUTIC DIET PRESCRIBED FOR EACH RESIDENT IS FOLLOWED. SUCH ALERTS SHALL BE SOUND DEVICES AND SHALL NOT RESTRICT OR PREVENT ACTUAL EGRESS.

THE PWS HOME SHALL PROVIDE COMMON AREAS AND A SECURE OUTDOOR AREA FOR INDEPENDENT RESIDENT ACCESS.

ALARM PROCEDURES SHALL BE POSTED IN THE PRADER-WILLI HOME NEXT TO THE COMMAND POST AND PROVIDED TO STAFF AS NECESSARY.

Alert Procedure:

WHEN AN EGRESS ALARM SOUNDS, THE STAFF SHALL:

- CHECK THE COMMAND CENTER TO IDENTIFY THE LOCATION OF THE BREACH OR TAMPER.
- ENTER PERSONAL CODE TO STOP THE ALARM.
- GO DIRECTLY TO THE POINT OF THE BREACH.
- INSPECT THE AREA FOR SAFETY AND SECURE THE RESIDENT.
- CALL 911 IF NECESSARY.
- SECURE THE POINT OF EGRESS.
- RETURN TO THE COMMAND CENTER AND RESET ALARM BY ENTERING PERSONAL CODE.
- DOCUMENT AND RECORD DATA FROM THE COMMAND CENTER IN THE DAILY ALARM LOG LOCATED IN THE STAFF OFFICE NEXT TO THE COMMAND POST.
- IF AN ACTUAL ELOPEMENT ATTEMPT WAS MADE, DOCUMENT AS AN INCIDENT OR OCCURRENCE ON THE INCIDENT/OCCURRENCE FORM.

Personal Code:

EACH DIRECT CARE STAFF MEMBER AND ADMINISTRATIVE STAFF PERSON WILL HAVE A PRIVATE CODE FOR USE WITH THE SYSTEM. THE MASTER CODE SHALL BE ACCESSIBLE ONLY BY THE DIRECTOR AND HIS/HER DESIGNEE(S). THE DIRECTOR SHALL USE THIS CODE TO ASSIST EACH DIRECT CARE STAFF MEMBER IN SETTING UP A PERSONAL CODE FOR OPERATING THE SYSTEM.

A LIST OF USERS, THEIR FOUR DIGIT CODES AND THEIR TWO DIGIT USER CODES SHALL BE SECURED IN THE OFFICE.

Daily/Weekly Use:

THE SYSTEM SHALL BE ARMED EACH NIGHT AT BEDTIME AND THIS SHALL BE DOCUMENTED ON THE ACTIVITY LOG.

THE SYSTEM SHALL BE DISARMED EACH MORNING AT RISING AND THIS SHALL BE DOCUMENTED ON THE ACTIVITY LOG.

THE SYSTEM SHALL ONLY BE ARMED DURING THESE DESIGNATED TIMES AND WHEN A STAFF PERSON IS PHYSICALLY IN THE HOUSE, UNLESS APPROVED BY THE DIRECTOR IN ADVANCE.

A WHOLE HOUSE SYSTEM CHECK SHALL BE PERFORMED AT EACH SHIFT TRANSITION AND AFTER ANY BREACH OR TAMPER.

1. RUN A ZONE CHECK THROUGH THE COMMAND CENTER BY PRESSING *^. THIS WILL SCROLL THROUGH THE ZONES AND DISPLAY THE STATUS OF EACH ZONE.
2. SECURE ANY ZONES THAT ARE UNSECURED.
3. REPLACE ANY EQUIPMENT THAT HAS BEEN TAMPERED WITH, OR CALL THE DIRECTOR EITHER IN THE OFFICE AT 970-454-2219 OR AT 970-302-0290 IMMEDIATELY IF ANY EQUIPMENT HAS BEEN DESTROYED.

4. IN THE EVENT THAT THE DIRECTOR IS UNREACHABLE, CALL TRI TECH SECURITY SYSTEMS AT 970-686-6596 AND TALK TO BRIAN.

RANCHER SIGNATURE _____ DATE _____

GUARDIAN SIGNATURE _____ DATE _____

EXECUTIVE DIRECTOR SIGNATURE _____ DATE _____

UPDATED 12/08