

**SCHREIBER PEDIATRIC REHAB CENTER OF LANCASTER COUNTY
ADMINISTRATIVE POLICIES AND PROCEDURES**

SECTION: Program
SUBJECT: Support and Advocacy

POLICY NO. 525
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I POLICY

It is the policy of the Schreiber Pediatric Rehab Center to provide the most comprehensive service necessary to meet each client's individual needs. It follows that the Center be fully aware of current community resources in the event that a family requires services or support from another agency. The Center will maintain a roster of common referral sources, which will be updated on a continual basis.

II PURPOSE

The purpose of this policy is quality assurance in terms of comprehensive, optimal service delivery.

III RESPONSIBILITY

It is the responsibility of all caregivers to provide families with local and national support and advocacy groups, as well as other resources to help meet their needs. The Social Services Department will serve as the primary resource center, and the referral list will be maintained and updated by this department.

IV PROCEDURE

When a family requires a service that is unavailable at the Center, the family will be given information with respect to appropriate resource or agency. If the following resources are not appropriate, the staff will attempt to find a suitable referral source. Caregivers will make necessary contacts and/or assist clients and families with such contacts by going through the Social Services Department.

V REFERRAL SOURCES

The Social Service Department will maintain a listing of appropriate referral sources for:

- A. Support groups/advocacy groups/disability organizations
- B. Early Intervention
- C. Advocacy and Special Education regulations
- D. Information on disabilities diagnoses
- E. Hospitals
- F. Comprehensive psychological testing for behavior concerns, personality and emotional disorders or IQ testing, elopement risks, mental health issues, physically aggressive behaviors, self-injurious behaviors, sexually inappropriate behaviors and suicidal ideation.
- G. Chemical use/abuse/dependency
- H. Smoking cessation
- I. Information regarding car seat usage and installation.

VI DATE WRITTEN: 1/96

VII DATE REVISED: 12/28/98, 1/99, 10/2005, 7/2008, 5/2011, 4/2012

President