

Transitions Neuro Day Treatment Program General Guidelines

- Patients are expected to be an active member of their treatment team. Prepare to collaborate with your therapists in the following ways:
 - Identifying personal goals
 - Identifying functional tasks at home that you would like to improve
 - Practicing strategies at home
 - Asking your therapists questions when you have them
 - Letting your therapists know when you do not understand something
- Patients will be working with the following disciplines in individual and group formats:
 - Physical Therapy
 - Occupational Therapy
 - Speech-Language Pathology
 - Social Work/Case Management
 - Neuropsychology
- Most services are delivered in the following areas:
 - Outpatient Department
 - Independence Square
 - Therapeutic Garden
 - Small-group outings to Washington Hospital Center, the VA, or other close building
 - For some patients, group outings in community settings (e.g., Target, Botanical Gardens, Union Station, Air & Space Museum, etc.)
- Patients may spend their own money on outings. However, it is highly recommended that this decision be made during the planning sessions that occur prior to outings.
- Please come prepared to manage your medical conditions and personal comfort.
 - Medication regimen, snacks if managing hypoglycemia, etc.
 - Jacket, sweater, etc.
 - Importantly, patients will be asked to manage their own bags and personal effects, so please limit personal items to only the essentials.
- Please note that patients will be responsible for the safety and security of their belongings. The program does not have a secure storage option available, and patients are asked to keep valuable items (e.g. wallet, cell phone, purse, etc.) on their person.
- Lunch will not be provided except in specific circumstances, so please plan accordingly.
- When needed, escorts will be available for patients as they travel to each therapy session during the day.

Attendance Information

- Schedules for the following week will be distributed on Friday of each week.
- Please notify Claudia Guzman (202-877-1439) and/or Judson Richardson (202-877-1467) of schedule conflicts as soon as possible. Schedules are created for each individual **two weeks** in advance, and it is very difficult to make changes once schedules have been made. Potential conflicts may include:
 - Doctors appointments
 - Special occasions
 - Known transportation conflicts

We understand that early notification of schedule conflicts is not always possible, and will do our best to make adjustments as needed.

If you are sick, running late, or cannot come in for therapy for any other reason – please call the Speech desk at **202-877-1440** ASAP

- **Lateness:** If you are more than 15 minutes late three (3) times during your course of therapy, we will re-evaluate your appropriateness for the Day Program.
- **Cancelling for the day:** If you miss three (3) therapy days with less than 24 hour notice within the course of your care, we will re-evaluate your appropriateness for the Day Program. You may be discharged from the Day Program after cancelling 3 full days.
- **Cancelling for part days:** If you miss three (3) sessions of one type of therapy (3 physical therapy, 3 occupational therapy, or 3 speech therapy) with less than 24 hour notice at any time during your course of care, you will be discharged from that therapy.
- **No Show:** If you miss two (2) sessions of any type of therapy (2 physical therapy, 2 occupational therapy, or 2 speech therapy) in a row and do not call to cancel those sessions, you will be discharged from that therapy.

Discharge Information

- Following discharge from the Transitions Neuro Day Treatment Program, your therapists will change.
- The process for scheduling appointments will also change.
 - Scheduling your outpatient appointments will no longer be coordinated.
 - You may have gaps in your therapy schedule each day depending on outpatient therapist availability.
- You will be responsible for scheduling your own transportation.
- Please be knowledgeable about each outpatient clinic's attendance policy.
- Escorts will no longer be available. In some cases, patients will need someone from home to ensure they can safely arrive at their outpatient appointments.

If you have any questions or concerns related to the general guidelines outlined above, please do not hesitate to speak directly with your Transitions team members.