



General Information Sheet



Young Adult Day Program

Who: Geared towards young adults ages 18-30 who are looking for adult day program opportunities in the DMV. **RISE** is a credentialed DDS/DDA provider so participants can use their IDD/IFS waiver funding for the day program.

What: A comprehensive adult day program with focus on independent living skills, job and vocational readiness, social participation, hobby and leisure exploration, and community navigation and safety.

When: Tuesday's, Wednesday's, Thursday's 10am-4pm

Where: Drop off and pick up for participants will be at the RISE Office - 2121 Decatur Place NW, Washington DC 20008. Throughout the day, participants will participate in individual and group skill development, work on building daily living skills, and learn community skills- exploring community resources, going to a library or museum, practicing grocery shopping skills, ordering at a restaurant, and learning job readiness through shadowing and volunteer experiences.



What We Offer



Day Habilitation Program

Young adult programming that is individualized and client-centered with activities targeting individual goals, leisure exploration, daily living independence,, and meaningful participation in the DC community.

Skills targeted: community safety and navigation, using public transportation, daily living (ie. meal preparation and house care), hygiene, social participation, leisure exploration, job-readiness skills.



Supported Employment & Job Readiness

Vocational-based programming that is individualized and built around participant interests and strengths.

Skills targeted: job-readiness including creating a resume and cover letter, identifying job interests, applying for a job, as well as skill development needed to complete specific jobs.



Therapy Services

Individual and small group occupational therapy and speech therapy that is delivered before or during day services at RISE DC for young adults who would benefit from individual skill development.

RISE provides programming for young adults ages 18-30. We offer day programs, social groups, and skill-based small groups in the DMV community. Our programs are semester based. Each semester is 12 weeks and includes different programming options.

At **RISE**, we use a strengths-based, participant-led approach. We work with you, your participant, and community stakeholders to determine programming for your young adult. Our goal at **RISE** is to build confidence, increase independence, make adaptations, and work as a team to best support your young adult and set them up for lifelong success.

Young Adult Day Programming includes

- Daily living skills that focus on increasing independence and gaining new skills, such as daily meal prepping, money management, home care, and personal hygiene. Day programs also target development of job-readiness skills, using public transportation, going on community-based outings, and partnering with local organizations to practice these skills in “real life”.
- Functional academic skill groups that focus on using academic skills in real life settings - working in small groups on specific math and reading skills, and then transferring those skills in to the community in real world practice.
- Employment and volunteer readiness skill groups that include building a portfolio of skills for potential employers, identifying job interests, creating a resume, and working on soft job skills. **RISE** helps to facilitate connections with potential employers and volunteer sites, and ensures participants have the necessary accommodations and supports to increase success at their work or volunteer site as they become ready.
- Hobby and leisure exploration through structured exploration of new hobbies as well as free-flow exploration of leisure activities with peers in a supported environment. **RISE** works to modify and provide many different hobby and leisure activities for all participants to enjoy.

RISE is a DDS IDD/IFS waiver funded program provider, and is credentialed to offers the following services -

- Day Habilitation (1:4 or 1:1)
- Small Group Day Habilitation (1:3)
- Employment Readiness (1:6)
- Individualized Day Services (1:1 or 1:2)
- Supported Employment (Professional 1:1 or 1:3)
- Companion Services
- Occupational Therapy



Who We Are

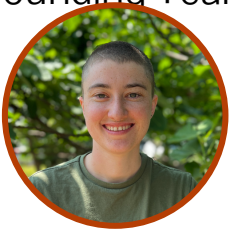
Legal Structure

Rise DC is a Limited Liability Corporation, incorporated in Washington, District of Columbia in April, 2023.

Ownership Structure & Management

Rise DC is a multi-member LLC composed of two members, Beck Giallella and Morgan Smith. The LLC is member-managed and ownership is shared 50/50 between the two members.

Founding Team



Morgan Smith M.S., OTR/L
(they/them)
Occupational Therapist

Morgan has worked in the disability services field for the past five years as either an occupational therapist or direct support professional for kids and young adults in school and home settings. Morgan loves identifying and creating accommodations that will increase clients' independence in school, home, and community-based activities. They are passionate about advocating for their clients to receive the services and support they will need to be successful.



Beck Giallella M.S., OTR/L
(they/them)
Occupational Therapist

Beck has worked as an occupational therapist in school districts and clinics around the country for the past seven years. Beck is passionate about providing clients with interventions that will increase their independence and leave an impact on their school, home, and community. Beck enjoys working with client's in their communities, and working with stakeholders to collaborate and create successful outcomes for clients.



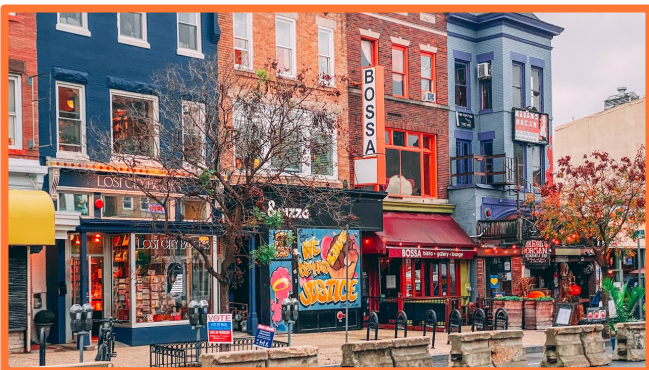
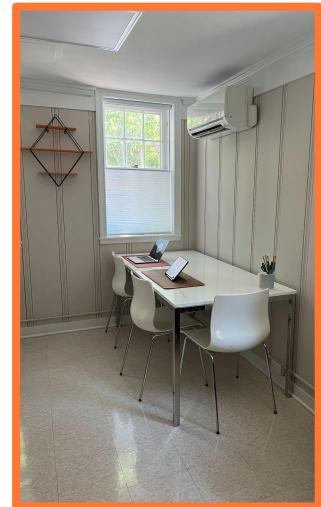
Location and Facilities



Primary office
2121 Decatur Place NW,
Washington DC, 20008

RISE operates primarily out of an office space, known as the “RISE Hub”, located in the DuPont Circle neighborhood of Washington, DC. The RISE Hub allows participants in our program to have a “home base” to work on individualized skills that are transferable to the community setting. Our hub is wheelchair accessible and adapted with smart technology to ensure all individuals can access and engage in the space.

RISE day programs, skill-based groups, and social activities are run from our hub and public community spaces within the DC community. We address skill areas such as job readiness, computer literacy, independent living, social participation, leisure exploration, and community navigation and safety.



Our office is in close proximity to many community spaces so participants have easy access to libraries, grocery stores, community centers, restaurants, and offices. The space is accessible via public transportation via the Metro Red Line and various buses so participants can engage within their communities daily while still having access to the RISE hub.



Participant's Rights

Your Rights

- You have the same rights as any other person.
- You have many rights and you cannot be treated differently because you are a person with a disability.
- You have the right to information to help you learn about your rights and how to use those rights.
- You have the right to make as many of your own decisions as possible and to have those decisions respected.

In your home or program, you have the right to:

- A clean and safe setting
- Privacy when you need it
- Choices in your day to day activities.
- Participate in decisions about the things that affect you
- Send and receive mail without anyone reading it unless you give permission.
- Make and receive telephone calls.

Rights in Community

- Have visitors and a place to meet privately.
- Keep your own possessions and clothing.

Confidentiality

- You have a right to confidentiality (private information).

Confidentiality means that information which is private, such as communication between you and your doctor or your staff, cannot be shared with anyone else unless you or your guardian say it is ok to share the information.

You have the right to participate in preparing your individualized service and support plan together with your guardian and your team.

- You have a right to have an individualized plan that is designed to help you reach your goals.
- You have a right to have an individualized plan that includes your desires, strengths, needs, goals, and your role in putting your plan into action.
- Your services and supports cannot be taken away or reduced for exercising any of your rights.

You have the right to be free from abuse, neglect and exploitation (being taken advantage of). No one has the right to hurt you physically, emotionally, or sexually, to take advantage of you or to ignore your needs.

There is help.

If you are abused, neglected or exploited, tell a trusted provider or guardian and call DC's Adult Protective Services at 202-541-3950 and the Metropolitan Police at 911 so they can help you.



Participant's Rights



At RISE you have the right to

- Decline participation in activities we are doing
- Ask to do something different at any time
- Eat different foods that we have available for lunch and snack
- Access to your personal items, and have the option to lock your items if you would like
- Access to the bathroom, food, and water at all times
- Get help from staff at any time
- Have access to a telephone if you need to make a call
- Privacy when you need it
- A safe and clean environment at all times
- Request to change your programming, support level, etc
- Request a meeting with RISE and DDS
- Address goals that are meaningful to you, and request changing your goals at any time
- Request access to all of your RISE records and documentation
- File grievances or complaints and get assistance to resolve your concerns in a timely manner
- Get confidential help if you are being abused, neglected, or isolated



Grievances - RISE DC

RISE DC is committed to providing the highest level of care to all participants and clients we serve. We are diligent and meaningful in providing person centered and highly individualized care, and pride ourselves on treating every participant and client with the utmost respect. If you feel your rights have been violated, you can talk to the RISE Program Directors, Morgan Smith and Beck Giallella. If this person is not able to resolve your complaint (to your satisfaction or that of your guardian), there are other people for you to call.

In DC you can call (or ask for help in calling) the DDA Office of Rights and Advocacy and ask for a Complaint Form (and help in completing it). **D.C. Department on Disability Services main Phone: (202) 730-1700**

You have the right to file either a confidential or an anonymous complaint. Any core person may make an anonymous complaint in writing to the RISE DC Program Directors, Beck Giallella and Morgan Smith. This can be done by writing a note and sending it in the mail to **2121 Decatur Place NW #10, Washington DC, 20008**. Any person can choose whomever they would like to help them write the letter.

You can also file an anonymous complaint online via an anonymous form (see below) or via standard email. This will be sent to **team@risewithusdc.com** and will be sent directly to RISE Program Directors Beck Giallella and Morgan Smith for review.

You may also file an Anonymous Complaint over the phone by contacting the RISE DC office directly at **(202) 670-7656**.

Anonymous complaints should be done by completing the following information (please be as complete as possible since RISE DC will not contact you to obtain additional information):

- Describe your concerns. Include dates, times, locations, persons involved and a detailed description of what happened, including events leading up to this complaint. Please attach additional sheets, and include any pertinent attachments. Again, since you are filing this complaint anonymously, please be as complete as possible since we will not contact you to obtain additional information.

Your family member, friend, employee of RISE DC, support staff at DDS, your guardian or substitute decision maker, or any other interested party can file a complaint. DDA will provide you information on your right to file a request for a Medicaid fair hearing whenever there is a delay, denial, reduction or termination of your Medicaid services.



Grievances - DDS

The DDA Formal Complaint System is a grievance process where people receiving DDA supports or services may file formal complaint about:

- The denial, delay, reduction or termination of DDA supports or services including Medicaid waiver services;
- The application of DDA policies, procedures or practices to the person,
- The application of DDA providers' policies, procedures or practices to the person.

If your formal complaint is about a DDA provider, you must first file a formal complaint with your DDA provider before you can file a formal complaint with DDA. Exceptions to this include if you have reasonable fear of retaliation – which means you are afraid of how the provider may treat you if you use their Complaint Process.

To file a formal complaint you must be a person currently receiving supports or services from the Developmental Disability Administration (DDA). If you receive DDA supports or services and would like someone to file a formal complaint on your behalf you must give the person filing on your behalf permission.

If you want to file an appeal with a RSA decision, learn more information here: [Right To Appeal](#)

If you have a questions or concerns about DDS, call [Customer Service](#) (202) 442-8686 or email dds@dc.gov.

If you have witnessed or experienced potential abuse, neglect, or exploitation; please call 202-730-1520. If you see, hear, suspect, or know something please say something! For after-hours please contact the [Duty Officer](#) at (202) 498-9077

Filing a formal complaint

To file a formal complaint you may call, email, [submit online form](#); bring in or mail filled out PDF form using information below and say you would like to file a formal complaint.

Call: (202) 442-8686

Email: dds.complaints@dc.gov

[Online Form](#)

Mail: Department of Disability Services

ATTN: DDA Formal Complaint System

250 E Street SW, 6th Floor

Washington, D.C. 20024

To learn more information about the DDA Formal Complaint System or to request the help of a peer supporter, please call the Complaint System Coordinator, Lee Anne Brantley, at (202) 730-1623 or email dds.complaints@dc.gov.



Reporting Incidents

Reporting Incidents to DDA

DDA requires the providers report all incidents, both routine and emergency, in a timely fashion. A Reportable Incident (RI) may include medication errors, physical injury, suicide threats, vehicle accidents, fires, incidents involving the police, emergency room or urgent care visits, emergency relocations, emergency use of restrictive controls, inappropriate use of approved restraints (no injury), property destruction, and any other incident that impacts the health or safety of a person.

RIs are considered more minor incidents that do not meet the definition of a Serious Reportable Incident (SRI).

Contact Email: dds@dc.gov

Contact Phone: (202) 730-1700

Contact TTY: (202) 730-1516

Office Hours: Monday to Friday, 8:15 am to 4:45 pm

Service Location: GIS Address: 250 E Street, SW

Washington, DC 20024

After Hours Reporting Duty Officer

When there is an SRI that occurs during non-business hours, the provider must either immediately enter the incident into DDA's Information System (MCIS), generating an automated alert for the Duty Officer; or must call the DDA Duty Officer at 202-498-9077 and speak directly with the Duty Officer. If the phone goes to the recorded message, the provider may leave a message but if the call is not returned within 30 minutes the provider must escalate the reporting to the Mayor's Call Center.

The DDA Duty Officer who receives the notification is responsible, if the severity of the situation warrants, for contacting the agency leadership (DDS Deputy Director for DDA or the DDS Director) by phone. It is not acceptable to leave a message; the Duty Officer must speak with the Deputy or the Director.

To contact the DDA on evenings and weekends in an emergency, please call the DDA Duty Officer at (202) 498-9077



Emergency Policies

In the event of an emergency during any session or programming, RISE DC LLC will use the client emergency care form to contact caregivers. If any information on this form changes during services, please let your provider know so we can ensure we have all of the updated documentation on file. In the case of a medical emergency, RISE DC LLC will call 911 to ensure proper medical care, and appropriate actions will be taken to ensure safety of other participants, including potential early parent pick up or alternate pick up spot, relocating to a spot of safety, etc.

RISE has a fire safety policy and procedure established for the RISE office and for the community. In case of a fire emergency, RISE will quickly leave the building with all participants, and relocate to the nearest safe area as listed below and notify parents and guardians of our plan and potential change in schedule and location. Staff will be responsible for their assigned participants at the time of emergencies. RISE DC is wheelchair accessible and any participant who uses mobility supports will be supported by their assigned staff. A RISE program manager will complete a check after evacuation to assure all participants and visitors have safely left the building and are accounted for based on sign in sheet data and roster. RISE carries an emergency first aid supply kit and all parent contact information whenever we are out in the community.

Location A - The Spanish Steps

Location B - The tennis courts at Mitchell Park

In case of any other natural disaster or emergency in the community, RISE will follow a similar emergency plan outlined above, including locating to a safe environment, evacuate the building if necessary, notify parents and guardians, and determine any potential changes in schedules and location.



COVID-19 & Sick Policy

RISE DC is committed to maintaining a safe environment for all participants and staff. RISE follows the CDC's most up to date policy regarding COVID-19 and other respiratory illness protocols, and updates this information quarterly to adhere to the most up to date policies, if changes in policy are indicated.

As part of the guidance, RISE requires

- All staff must be up to date with COVID-19 vaccinations, and strongly recommends flu and RSV vaccinations for all staff seasonally. Participants are also strongly encouraged to be vaccinated against COVID-19, flu, and RSV as indicated and appropriate.
- RISE requires all staff and participants to practice good hygiene, including covering coughs and sneezes, washing or sanitizing hands, and cleaning frequently touched surfaces at least once per day.
- RISE takes steps for cleaner air, such as bringing in more fresh outside air, purifying indoor air, or gathering outdoors throughout the day.

Based on CDC guidelines, If any staff or participant is sick with a respiratory virus, including but not limited to COVID-19, influenza, a serious cold, there is a policy in place to ensure safety of other participants and staff.

- The individual must stay home until symptoms have improved overall for at least 24 hours
- The individual must stay home until they are fever free for at least 24 hours without fever reducing medication
- Once symptom free for 24 hours, the individual can resume normal activities, and are highly encouraged to take preventative strategies for the next 5 days to curb disease spread, including
 - -Wearing a well-fitted mask
 - -Keep distance from others
 - -Getting tested for respiratory viruses

RISE DC strongly advises that if a participant or staff tests positive for COVID-19 that they are both symptom free and have a negative COVID-19 rapid or PCR test before returning to work or programming to ensure the safety of all participants and staff.

Staff Training Policies

All staff at RISE DC are to complete and maintain proper training throughout their employment. RISE will provide all new staff members with all training materials and modules, and will conduct training for all new staff members at time of hire. All staff must complete all trainings.

Phase I and Phase II training are to be completed PRIOR to working with individuals in the RISE DC program. Phase III and IV must be completed as indicated and updated annually.

Throughout the year, RISE DC will conduct staff development days, where all staff members will be given the opportunity to complete any required training, maintain their training status, and any group training will be completed to ensure competency for specific individuals worked with and RISE DC goals as an organization. Staff development days may also be used to complete additional off-site trainings, such as CPR/First Aid training as needed.

Upon completion of any training completed by a staff member, the staff member will complete the training log located in the Staff Training binder to sign off on completed trainings. Staff are responsible for maintaining training logs, and Program Managers will perform auditing checks quarterly to ensure all trainings are kept up to date for all staff members.

Phase I

- Introduction to Developmental Disabilities
- Health and Wellness
- Adaptive Equipment
- Introduction to Human Rights
- Universal Precautions and General Safety
- Incident Management
- Blueprint for Service
- Making Friends and Building Relationships
- Quality of Life

Phase II

- Person Centered Training
- ISP/IPP Training
- Personal Emergency and Evacuation Plan Training
- Medication Training (if indicated)
- Behavior Support Plans (if indicated)
- Adaptive Equipment Plans (if indicated)

Phase III

- Language Access Plan
- CPR/First Aid
- Universal Precautions
- Emergency Preparedness
- HIPAA
- Mandated Reporter Training
- Behavior Support Plans (if indicated)
- Adaptive Equipment Plans (if indicated)
- Medication Administration Plan (if indicated)

Phase IV

- 10 hours of individualized training based on population and company goals with documentation