



wisconsin early autism project

# Social Skills & Teen Group Program

## Come Join us for Lots of Fun & Friendship!

**FALL Session 2010: 8 Evening Classes all from 4:30-6:00 pm**

Classes at: The **DePere Clinic** 1141 W Main Ave. Suite 201 , DePere WI.

### Social Skills 3-5 yrs

#### Mondays

- 1 \_\_\_\_\_ Sept 27 WEAP Pizza Party
- 2 \_\_\_\_\_ Oct 4 Bowling
- 3 \_\_\_\_\_ Oct 11 Manners
- 4 \_\_\_\_\_ Oct 18 Halloween
- 5 \_\_\_\_\_ Oct 25 Dinosaurs
- 6 \_\_\_\_\_ Nov 1 Taking Turns
- 7 \_\_\_\_\_ Nov 8 Nutrition
- 8 \_\_\_\_\_ Nov 15 Games

### Social Skills 6-9 yrs

#### Tuesdays

- 1 \_\_\_\_\_ Sept 28 WEAP Pizza Party
- 2 \_\_\_\_\_ Oct 5 \*Ashwaubenon Bowling
- 3 \_\_\_\_\_ Oct 12 Manners
- 4 \_\_\_\_\_ Oct 19 \*the Pumpkin Place
- 5 \_\_\_\_\_ Oct 26 Dinosaurs
- 6 \_\_\_\_\_ Nov 2 \*Funset Boulevard
- 7 \_\_\_\_\_ Nov 9 Nutrition
- 8 \_\_\_\_\_ Nov 16 \*Curly's Game Zone

### Teen Group 10-13 yrs

#### Thursdays

- 1 \_\_\_\_\_ Sept 30 WEAP Pizza Party
- 2 \_\_\_\_\_ Oct 7 \*Ashwaubenon Bowling
- 3 \_\_\_\_\_ Oct 14 \*Harmony Café - Apltn
- 4 \_\_\_\_\_ Oct 21 \* the Pumpkin Place
- 5 \_\_\_\_\_ Oct 28 \*Neville Museum
- 6 \_\_\_\_\_ Nov 4 \*Funset Boulevard
- 7 \_\_\_\_\_ Nov 11 \*Harmony Café GB
- 8 \_\_\_\_\_ Nov 18 \*Curly's Game Zone

### Teen Group 14 yrs & up

#### Wednesday

- 1 \_\_\_\_\_ Sept 29 WEAP Pizza Party
- 2 \_\_\_\_\_ Oct 6 \*Ashwaubenon Bowling
- 3 \_\_\_\_\_ Oct 13 \*Harmony Café - Apltn
- 4 \_\_\_\_\_ Oct 20 \*the Pumpkin Place
- 5 \_\_\_\_\_ Oct 27 \*Neville Museum
- 6 \_\_\_\_\_ Nov 3 \*Funset Boulevard
- 7 \_\_\_\_\_ Nov 10 \*Harmony Café GB
- 8 \_\_\_\_\_ Nov 17 \*Curly's Game Zone

Participant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County \_\_\_\_\_

Phone Number: \_\_\_\_\_

Age & Birthdate: \_\_\_\_\_

Allergies/important medical information: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Parent's Phone Numbers: \_\_\_\_\_

Alternate Emergency Contact: \_\_\_\_\_

Alternate Phone Number: \_\_\_\_\_

How did you find out about us? \_\_\_\_\_

### ☺ FIRST TIME PARTICIPANTS IN OUR PROGRAM:

Social Skills Classes are available for individuals with Autism between the ages of 3 and 9. Classes are held weekly at the DePere clinic. For children ages 6-9, classes alternate from the clinic to the \*community outing listed, details on back.

Teen Group Sessions are available for individuals with Autism starting at the age of 10. Sessions are held at the \*community outing listed, details on back.

*All classes are Structured & Packed with Fun, Learning & Interaction !*

### **Full Fees for Selected Sessions Must Be Paid in Advance with Registration**

check payable to "Wisconsin Early Autism Project" (WEAP )

Social Skills Classes **\$10.00 ea**

Teen Group Sessions **\$ 10.00 ea**

Plus additional admission fees paid directly  
To the visiting site

Number of Classes Selected \_\_\_\_\_ x \$10.00 = \_\_\_\_\_ (total due)

**\*\*\* Per policy, sessions can not be pro-rated. No refunds \*\*\***

### **Registration Forms due by Sept 20th**

If you have any questions: call the Social Skills Coordinator, Tracy Wazny, at (920)338-1610. Class sizes are limited & fill quickly. Please return this form with your check payable to "Wisconsin Early Autism Project" (WEAP)

**Mail to:** WEAP, 1141 W Main Avenue Suite 201, DePere WI 54115. Cash registrations not accepted.

*The Wisconsin Early Autism Project or our professional staff, WILL NOT BE HELD RESPONSIBLE for any accidents or loss of property on or off the premises. Classes may be combined to optimize participation & alternate topics or locations may be used depending on weather. The signature below also serves as acknowledgement of my receipt of WEAP's Notice of Privacy Practices & Client rights .*

Parent or Guardian's Signature \_\_\_\_\_ Date: \_\_\_\_\_

## \* Outing Locations

<p>WEAP Pizza Party 1141 W Main Avenue Suite 201 DePere, WI 54115 Sept 27, 28, 29, 30 Meet at WEAP, 2<sup>nd</sup> floor</p> <p>Introduction to New Friends CHEEZE PIZZA ! No additional charges</p>	<p>Ashwaubenon Bowling Alley 2929 Allied St. Green Bay, WI 54304 Oct 5, 6, 7 Meet at Entrance</p> <p>Bowling ! \$5.00 per person</p>	<p>Harmony Café - APPLETON 233 E College Ave Appleton, WI 54911 Oct 13,14 Meet at Entrance of Café</p> <p>Board Games \$6 for snacks &amp; beverages</p>	<p>The Pumpkin Place 14832 Velp Avenue Suamico, WI 54173 Oct 19, 20, 21 Meet at the Registers</p> <p>Halloween Fun ! \$3.50 per person includes a pumpkin, zoo, maze, tour of farm</p>
<p>Neville Nuseum 210 Museum Place Green Bay, WI 54303 Oct 27, 28 Meet at Entrance</p> <p>Dinosaurs \$1 per person</p>	<p>Funset Boulevard 3916 W College Ave Appleton, WI 54914 Nov 2, 3, 4 Meet at Entrance</p> <p>Arcade &amp; Amusement \$6.00 per person additional funds for snacks</p>	<p>Harmony Café – GREEN BAY 1660 W Mason Street Green Bay, WI 54303 Nov 10, 11 Meet at Entrance of Café</p> <p>Board Games \$6 for snacks &amp; beverages</p>	<p>Curly's Game Zone 1265 Lombardi Ave Green Bay, WI 54304 Nov 16, 17, 18 Meet at Entrance of Curly's Pub</p> <p>Games \$ 6 (approx .50 Per game)</p>

*WEAP staff will greet participants at the outing entrance.*



**Green Bay Clinic**  
1141 W. Main Street  
De Pere, WI 54115  
(920) 338-1610 ~ Fax (920) 338-1616  
e-mail: [weap.gb@wiautism.com](mailto:weap.gb@wiautism.com)

**Glen O. Sallows, Ph.D.**  
Tamlynn Graupner, M.S., CEO  
Michelle Sherman, M.S.W., Director of Clinical Services

**Madison Corporate Offices and Clinics**  
6402 Odana Road  
Madison, WI 53719  
(608) 288-9040 ~ Fax (608) 288-9042  
e-mail: [weap@wiautism.com](mailto:weap@wiautism.com)

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## **CLIENT RIGHTS**

When you receive any type of service for mental illness, alcoholism, drug abuse, or a developmental disability, you have the following rights under Wisconsin Statute sec., 51.61 (1) and JFS 94, Wisconsin Administrative Code.

## **PERSONAL RIGHTS**

- You and your child must be treated with dignity and respect, free from any verbal, physical, emotional or sexual abuse.
- You and your child have the right to have staff make fair and reasonable decisions about your child's treatment and care.
- Neither you nor your child may be treated unfairly because of your race, national origin, sex, age, religion, disability or sexual orientation.
- Your child may not be filmed, taped or photographed unless you agree to it.

## **TREATMENT AND RELATED RIGHTS**

- Your child must be provided prompt and adequate treatment, rehabilitation and educational services appropriate for him/her.
- You must be allowed to participate in the planning of your child's treatment and care.
- You must be informed of your child's treatment and care, including alternatives to and possible side effects of treatment, including medications.
- No treatment or medication may be given to your child without your written, informed consent, unless it is needed in an emergency to prevent serious physical harm to him/her or others, or a court orders it.
- Your child may not be given unnecessary or excessive medication.
- Your child may not be subject to experimental research without your written informed consent.
- You must be informed in writing of any costs of your child's care and treatment for which you or your relatives may have to pay.
- Your child must be treated in the least restrictive manner and setting necessary to achieve the purposes of admission to the program, within the limits of available funding.

## **RECORD PRIVACY AND ACCESS**

Under Wisconsin Statute sec. 51.30 and HFS 92, Wisconsin Administrative Code:

- Your child's treatment information must be kept private (confidential), unless the law permits disclosure.
- Your child's records may not be released without your consent, unless the law specifically allows for it.
- You may ask to see your child's records. You must be shown any records about his/her physical health or medications. Staff may limit how much you may see of the rest of your treatment records while you are receiving services. You must be informed of the reasons for any such limits. You may challenge those reasons through the grievance process.
- After discharge, you may see your child's entire treatment record if you ask to do so.
- If you believe something in your child's records is wrong, you may challenge its accuracy. If staff will not change the part of your child's record you have challenged, you may file a grievance and/or put your own version in your record.
- A copy of sec. 51.30, Wis. Stats., and/or HSS 92, Wisconsin Administrative Code, is available upon request.

## GRIEVANCE PROCEDURE AND RIGHT OF ACCESS TO COURTS

- Before treatment is begun, WEAP must inform you of your rights and how to use the grievance process. A copy of WEAP's Grievance Procedure is available upon request.
- If you feel your rights have been violated, you may file a grievance.
- You may not be threatened or penalized in any way for presenting your concerns informally by talking with staff, or formally by filing a grievance.
- You may, instead of filing a grievance or at the end of the grievance process, or any time during it, choose to take the matter to court to sue for damages or other court relief if you believe your rights have been violated.

## GRIEVANCE RESOLUTION STAGES

### Informal Discussion

- You are encouraged to first talk with your child's Senior Therapist about any concerns you have. If you are unable to resolve your concerns, you may then ask to be referred to your child's Clinic Supervisor or Doctor. You may, at any time, contact Dr. Sallows or Tamlynn Graupner, with any concerns.

### Grievance Investigation - Formal Inquiry

- If you want to formally file a grievance, you should do so within 45 days of the time you become aware of the problem. WEAP's Administrator or your child's doctor may, for good cause, grant an extension beyond the 45-day time limit.
- WEAP's Client Rights Specialist (CRS) will investigate your grievance and attempt to resolve it.
- Unless the grievance is resolved informally, the CRS will write a report within 30 days from the date you filed the formal grievance. You will get a copy of the report.
- If you and your child's doctor agree with the CRS's report and recommendations, the recommendations shall be put into effect within an agreed upon time frame.
- You may file as many grievances as you want. However, the CRS will usually only work on one at a time. The CRS may ask you to rank them in order of importance.

### Final Decision

- If the grievance is not resolved by the CRS's report, either Dr. Sallows or your child's doctor shall prepare a written decision within 10 days of receipt of the CRS's report. You will be given a copy of the decision.

WEAP's has identified the following person as Client Rights Specialist:

Tamlynn Graupner  
Wisconsin Early Autism Project  
6402 Odana Road  
Madison, WI 53719  
(608) 288-9040  
[tsallows@wiautism.com](mailto:tsallows@wiautism.com)

NOTE: There are additional rights within sec. 51.61 (1) and HFS 94, Wisconsin Administrative Code. They are not mentioned here because they are more applicable to in-patient and residential treatment facilities. A copy of sec. 51.61 and/or HFS 94 is available upon request. In addition, a poster on Client Bill of Rights is located in each WEAP Clinic reception area.

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## Summary of the Notice of Privacy Practices

Please refer to the notice form for a complete description of the privacy practices summarized below

### What Health Information Is

Whenever a WEAP provider treats you, health information is created. Health information may be written (e.g. an entry into the data book or a treatment plan), spoken (discussion amongst therapists and/doctors), or electronic (bills saved into computer)

### WEAP: An Organization which Handles Health Information

The Wisconsin Early Autism Project has several facilities throughout Wisconsin. Each clinic follows the same privacy practices when handling your health information

### The Law Permits WEAP Providers to Use or Disclose Health Information for These Routine Activities:

- **For Treatment**
- **For Payment**
- **For Health Care Operations**
- **For Appointment Reminders/Communications**

### Other Examples of Permitted Uses and Disclosures of Health Information:

- **Uses and disclosures permitted or required by law**
- **Some research activities**
- **Some marketing activities**
- **Public health activities**

### Activities You Can Object To

In many circumstances, you may have the right to object before we disclose certain information

### Activities That Require Your Written Permission (Authorization)

If WEAP needs to use or disclose your health information for other purposes, we must first receive your written authorization.

### Your Patient Privacy Rights

You have the right to....

- Request how we contact you
- Inspect, and receive a copy of, your medical and billing records
- Request corrections to your medical and billing records
- Receive an accounting (list) of certain disclosures
- Receive a paper copy of WEAP's *Notice of Privacy Practices*. You can get a current Notice form at any WEAP clinic
- Request restrictions on uses and Disclosures of your health information. (We may not be able to grant requests beyond what the law requires)

Please call Tamlynn Graupner at 608.288.9040 if you have any questions or concerns.