

**PRINCE GEORGE CHILD DEVELOPMENT CENTRE  
ACCESSIBILITY PLAN — Revised January 2008**

<b><u>1. ARCHITECTURAL</u></b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
Parking	Additional parking property has been secured from City of PG	Building and Planning Committee	Paving & Expansion included with Capital Campaign/ Renovations	August 2009
Storage for large equipment	While storage of small equipment has improved, more space is needed for large equipment	Building and planning committee	Downsize of equipment not being used- donate to other agencies	Ongoing
Security System	Management consulting with Security companies.	Board, Management and Finance Committee	Cameras added and security entrance at main door. Panic alarms for daycares staff need more information and types.	Panic alarms- December 2008
Change tables with lifts in bathrooms	Consultation with PG Surg-med and Medi-chair	Finance committee to approve expense, Head of OT to determine equipment and maintenance person to install	Consultation with equipment companies and budget consultation	Dec 31 2008

Completion Date: July 7, 2004  
 Revised: January 7, 2005  
 Reviewed & Revised: January 7, 2006  
 Reviewed & revised February 2007  
 Review & revision: January 2008  
 Next Review & Revision January 2009

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<b><u>2. ENVIRONMENTAL</u></b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
Snow & slippery conditions on sidewalks	Ongoing	Snow removal company hired to remove snow and ice before clients arrive	Caution signs posted Snow removal & deicing done before clients arrive, mats at door ways	Ongoing

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<b>3. ATTITUDINAL</b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
Staff Morale	Staff satisfaction survey to be completed annually	Social Committee, Leadership, Management, Board and staff Executive Director to review survey and give results to staff, Management and Board	Continue professional development as supported by the Cerebral Palsy Association and Team Building Social events.	Ongoing
Public image awareness of programs for “typical children”	Feedback from Best Practice survey showed lack of awareness of programming for all children.	Community relations, Management, Board and staff	Advertising and media relations to promote all programs	Ongoing

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<b>4. FINANCIAL</b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
Program shortfalls	Current & ongoing	Finance Committee, Business Manager, Director of Community Relations, and Board	Director of Community Relations is responsible for securing the additional funding to support programs. Continued talks with MCFD.	Ongoing
Funding for speech therapists to address waitlist	Speech waitlist is growing. Specialized group need to charge to recoup wages.	Finance Committee, Business Manager, Director of Community Relations, and Board	Specialized programs more children services at once. Magee House to offer more groups	Magee house to start- September 2008 Ongoing partnership groups with ECE and Therapy on Fridays

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<b><u>5. EMPLOYMENT</u></b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
Retention & Recruitment	Policy in effect, Need to develop an incentive program	Board, Financial Committee and Management	Management and Board to develop incentives pending budget considerations	December 2008
Shortfalls in Speech Therapist and the need for expansion of services	Need more speech therapists to address waitlist.	Board, Financial Committee and Management	Lobbying with MLAs and MCFD for funding for all positions with additions of Dietitian and Child Physiatrist	September 2008
Expansion of services into School District #57	Potential contract to extend Occupational therapy into kindergarten	Director of Therapy and Executive Director	Agreement in principle, details continue	September 2008

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<b>6. COMMUNICATION</b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
Need of a growing multi cultural society	Families coming to CDC have English as second language	Team members involved	Use of multi cultural society as interpreters and extended family members to attend sessions	Ongoing
Telephone conversations with hearing impaired clients	Use of the TELUS Relay System through TTY	All staff	TTY system can be used voice to TTY or TTY to voice with our phone systems.	On going
Use of medical terminology in reports (jargon)	Currently reports are sent to families as well as professionals.	Therapy Department	A glossary of common jargon or medical terms has been added	On going

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<b><u>7. TRANSPORTATION</u></b>				
<b>Identified</b>	<b>Status</b>	<b>Person Responsible</b>	<b>Method of Removal /Steps Taken</b>	<b>Anticipated Completion</b>
a) Family unable to afford bussing costs	Ongoing, a one time donation was given to help pay for Carefree bus tickets.	Director of Community Relations	CDC will continue to fundraise and support families by paying ticket costs	Ongoing

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