



Creative Empowerment Opportunities

“Empowering People for Success”



PROGRAM DESCRIPTION

345 Edison Pontiac

History

Creative Employment Opportunities, Inc., DBA Creative Empowerment Opportunities (hereinafter referred to as CEO) was established on April 1st, 1993. We currently have 5 locations in Macomb County, St. Clair County, Oakland County and Wayne County to proudly serve Persons Served with intellectual disabilities and those in recovery from mental illness. We focus on the 12 Core Skill Development areas during the service day. CEO is a CARF accredited organization. CARF is the Commission for Accreditation of Rehabilitative Facilities. The mission of CARF is to promote the quality, value, and optimal outcomes of services through a consultative accreditation process and continuous improvement services that center on enhancing the lives of the persons served.

Our Mission... We believe that all people are entitled to respect, dignity, independence, community integration and the opportunity to make choices in their futures.

Persons Served

Our Vision... “Empowering People for Success”. Our services are delivered in a Person First environment, embracing the culture of “Gentle Teaching”. We provide care and support to Persons with intellectual disabilities and those in recovery from mental illness. Our support team follows each Persons Plan of Service to provide the necessary assistance and skills the Person is seeking. Persons Served are encouraged to select meaningful goals to increase independence. We comply with the Home and Community Based Services and encourage community inclusion. The Persons Served has the opportunity to be a part of the monthly Person Served Advisory Committee that is run by and for the Persons we support. A daily visual calendar of activities is posted in each center for Persons to be knowledgeable about their daily activities and assist with transition. A Monthly Communication Record is sent home with the Person Served to share their progress and goals obtained throughout the month. A monthly calendar of activities is created and is posted on our website www.creativeempowerment.org.

Employee Training

Our support team is provided with many trainings that take place upon hire and annually. Before an employee is hired, we conduct background checks which include a criminal history, sex offence registry, driver’s license check and a Recipient Rights check. All new employees receive policy and procedure training, First Aid, CPR, Gentle Teaching and Non-violent Crisis Intervention prior to working with the Persons we serve. Employees will receive training through the Office of Recipient Rights and additional training through our funding agencies.

Safety Information

A First Aid Station is at all CEO locations. The station will contain items needed to ensure Universal Precautions. The medication cabinet and all supplies necessary are kept in a locked cabinet. This is also the area for a Person to relax if not feeling well or exhibiting communicable illness. The Safety Data Sheets (SDS) will also be located at or near this station. All information, ingredients and precautions for all products used in the building will be found in the SDS book. Employees receive training on dispensing medications and providing basic first aid. While in the greater community each CEO vehicle is equipped with an Emergency Safety Kit that contains items for both First Aid and Universal Precautions. Medications and necessary medication equipment (needles, pill crusher, syringes, etc.) are kept locked in a locking med bag and stored in a locked area. There is a vital kit available in the event that vitals need to be taken. The Safety Data Sheets (SDS) are available on site at each community location we attend. Community Information Profiles are provided for each community location. They contain pertinent location information for maintaining safety while in the community. Employees receive training on dispensing medications and providing basic first aid.

Selecting Community Empowerment Service

Persons seeking services from CEO can start the process by receiving services from your local Community Health agency. The Community Health agency will assign a Support Coordinator to develop an Individual Plan of Service with goals that are medically necessary. Upon selecting CEO services, a meeting with the Person Served and their support team will take place at the Community Empowerment service location selected. The Support Coordinator will then authorize the services that the Person will receive at the designated Community Empowerment Center. Once CEO receives the Authorization, a phone call will be made to the Persons home letting them know when they can start and the time of pick up if transportation is included in the Authorization. In the event the Authorization is denied, the Person Served may Private Pay for the service(s) they are seeking.

Menu of Services

Community Empowerment Center –

This program is for Persons Served who needs to improve adaptive skills. Services are provided in a classroom setting, with a structured lesson plan focusing on the 12 Core Skill Development areas. Skills addressed are Activities of Daily Living, Functional Academics, Social Skills, Recreational Skills, Relaxation, Communication, Horticulture, Technology, Sensory Integration, Pre-Vocational Skills, Vocational Skills and Physical Health. Persons Served interested in gaining employment skills can focus on work preparatory, aimed at preparing for paid or unpaid employment, not job task-oriented. They will work on specific areas that the Person Served may need additional support. Essential barriers to future employment are addressed and abilities strengthened.

Enhanced Staffing – May be available once the need has been established per the Person’s Plan of Service and the funding agency has approved the authorization. The Person Served will then have an in-serviced Direct Supports Professional assigned to work only with them. The Person Served may select any one of the services offered. This service may also be authorized for community employment.

Volunteering – Persons Served receive Skill Building assistance in area’s defined in their Plan of Service. This service will benefit Persons Served who might need improvement in areas of; self-help, socialization. This is an opportunity for the Persons Served to “give back” to the community by providing an unpaid work experience to develop key skills needed for employment. An agreement will be made with the establishments prior to beginning volunteering. Volunteer sites are located in the communities near the CEO locations and are considered acceptable by the Department of Labor.

Greater Community Empowerment Services – Providing integrated community experiences to reinforce skills that are not job task-oriented. Some concepts learned may consist of improving safety skills, task completion, problem solving, money management, communication, mobility, etc.

Supported Employment Program – Our Job Development Team work directly with Michigan Rehabilitation Services and Persons who have demonstrated sufficient adaptive and vocational skills that are interested in community employment. Once an assessment has been completed with the Person and an employment site has been established an authorization approval is needed by the funding agency for the Person Served to be provided a Direct Supports Professional to assist with specific job training and emotional support, also to act as a liaison between the Persons Served, Coworkers, and Management. Direct Supports Professional’s will ensure all workplace rules are known, understood, and followed; and monitor for any safety concerns.

Micro-Enterprise Opportunities- This program is designed for Persons Served who has demonstrated good work skills and has developed an idea for a small business that they can operate independently. These Persons Served develop a business plan (with the assistance of staff), run the business, and receive compensation from business profits. Some examples of current micro-business projects are; Selling crafts and other products made by Persons Served, selling pop and/or snacks, horticulture – growing and selling fruits & vegetables etc. Participants are encouraged to be as independent in their self-employment as possible, but are given staff support as needed.

Transportation – CEO provides primary and/or secondary transportation at most facilities. Primary transportation is designed to transport Persons Served between their homes and their selected service sites. Secondary transportation is that which transports Persons from a CEO Service site to a job site, or community activity and back to CEO. Transportation is provided in well-maintained vehicles. Each vehicle in the fleet is clearly marked on the back door with CEO LOGO and phone number. Transportation is an additional service that can be addressed during the intake process.

Program Information

Empowerment Center Name: CEO Pontiac

Program Supervisor: Cara Flockhart

Address: 345 Edison St.

City: Pontiac

State: MI

Zip: 48342

Phone: 248-858-7847

SERVICE	YES	NO	DESCRIPTION OF SERVICE
Transportation: Ambulatory	X		This location has three 15 passenger vans and one 11 passenger van for transportation to and from the Empowerment Center and community activities.
Transportation: Non-Ambulatory		X	
Community Empowerment Academy	X		At this center, Persons Served have an opportunity to participate in the Empowerment Academy. This is a 12 week course that offers 5 different classes Persons Served may sign up for. The academy meets each week and the Person Served receives a certificate of completion after completing the course. An example of the academy courses are; fishing, arts & crafts, games, bowling, dancing, the courses change each semester.
Community Integration	X		Volunteering, Employment, Skill Development
Skill Building Classrooms	X		The main level of the Empowerment Center has a facility based skill development classroom. The daily activities involve trained Direct Supports Professionals engaging the Persons in the 12 Core Skill Development Areas. Each activity is taught at the cognitive level for the Person. The facility is separated into centers that specifically meet the needs of each Person Served. Each center focuses on the 12 Core Skill Development areas; Activities of Daily Living, Functional Academics, Social Skills, Recreation Skills, Relaxation, Communication, Horticulture, Technology, Sensory Integration, Pre-vocational Skills, Vocational Skills and Physical Health.
Contract Piecework	X		The lower level of this center has a full size basketball court and is also used for contract work. Persons interested in earning money can work on various contracts that may be available. This paid work must be written and approved in the Person Served Individual Plan of Service.
Visual Communication	X		There is a community classroom which displays a visual board with the daily calendar of events. This board has a picture of each Person Served going out into the community, which group they are assigned to and which activity they will be doing. The board also displays a picture of the assigned staff member for each group.
Gym	X		The lower level is a full size gym with a basketball court for Persons Served to gain teamwork skills and exercise.
Library		X	
Social Recreation Area	X		There is a Social Recreation area with a pool table, air hockey table and two foosball tables. These activities provide a teambuilding experience and healthy competition.
Computer Lab		X	
Exercise Center	X		An exercise room contains a variety of different low impact equipment for the Persons Served to use. The Direct Supports Professionals will assist the Persons Served while explaining the importance of health and fitness.
Art Center		X	
Relaxation Center		X	
Kitchen	X		The lower level has a full working kitchen. Persons Served are taught how to make healthy meals. This is a "hands on" experience for Persons Served wishing to learn about cooking, eating healthy and maintaining cleanliness.
Horticultural	X		For a horticulture experience, this location has an orchard of fruit trees and berries and raised garden beds for Persons Served to grow maintain and harvest various vegetables and flowers.
Green Space	X		This center is surrounded by a park which offers many shaded trees, benches, a place to view nature and conduct outside activities.
Pet Therapy		X	
Wheelchair Accessible	X		Wheelchair accessible entrances, classrooms, bathrooms.
Personal Care		X	
Enhanced Staffing	X		This location offers services for Persons Served with Intellectual Disabilities, those recovering from Mental Illness, Autism Spectrum and Persons requiring Enhanced Staffing.

Map to CEO Pontiac

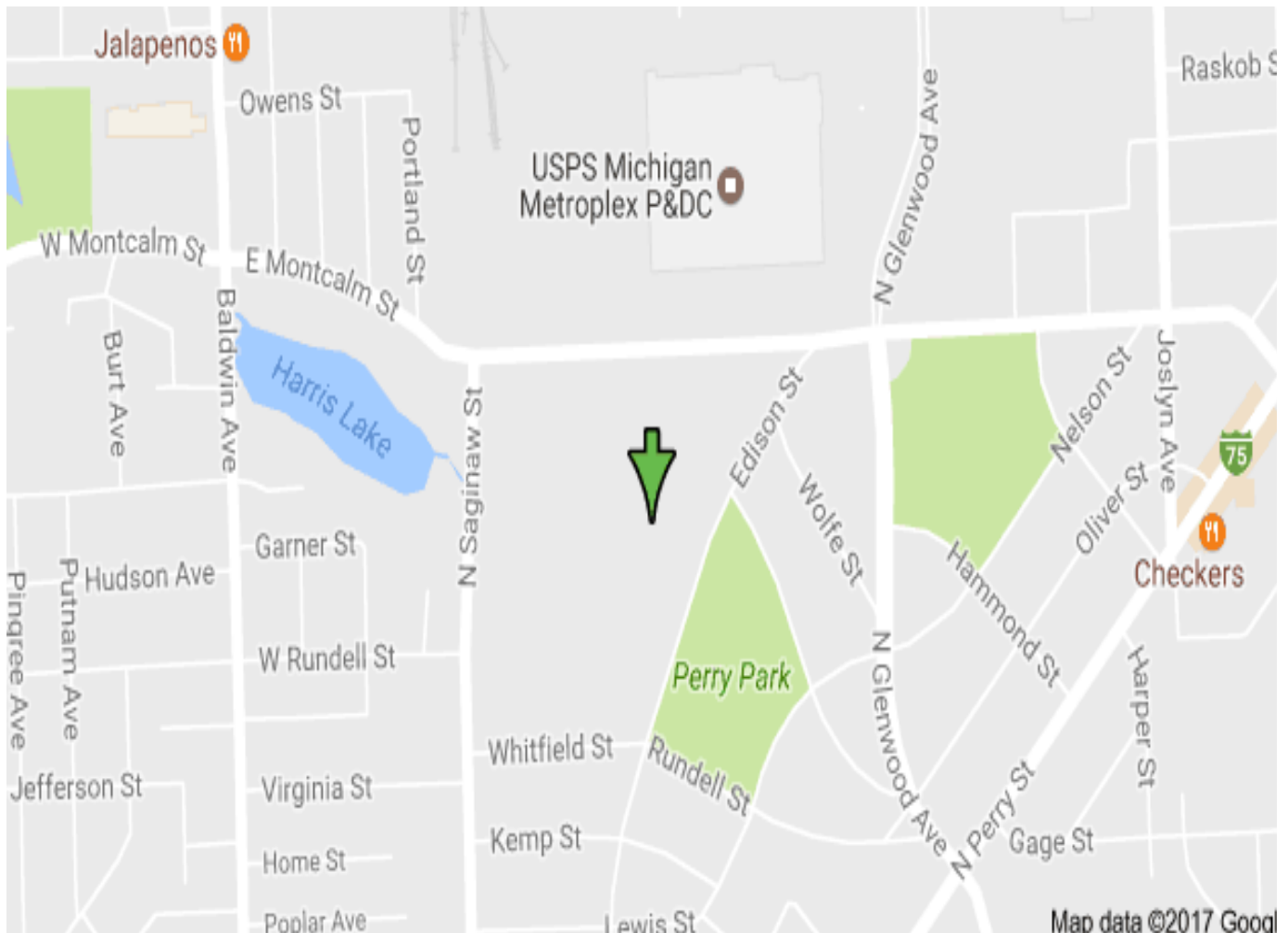
345 Edison

Pontiac, MI 48342

Phone: (248)858-7847 FAX: (248) 920-0361

Program Supervisor: Cara Flockhart

www.creativeempowerment.org



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“Empowering People for Success”



Pontiac Community Empowerment Center Description

Revised 8/3/2023, 7/26/22

Creative Employment Opportunities Inc. DBA Creative Empowerment Opportunities, a Michigan non-profit service corporation and an equal opportunity at-will employer.



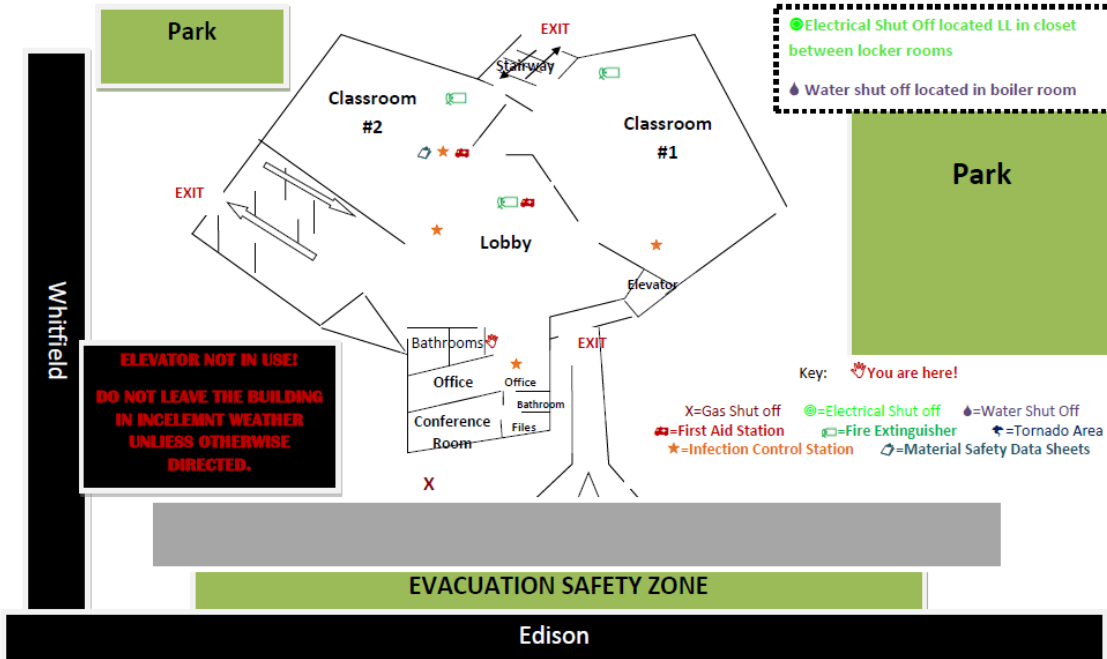
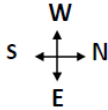
CEO PONTIAC UPPER LEVEL

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LIFESAVING PLAN

345 Edison, Pontiac, MI 48342
(248) 858-7847



CEO PONTIAC LOWER LEVEL

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