

# EASTERSEALS BLAKE FOUNDATION

## TITLE VI

# IMPLEMENTATION PLAN

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## Executive Summary

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Easterseals Blake Foundation is dedicated to the idea that all people deserve the chance to live healthy, productive, and independent lives. Our educational, therapeutic, family support and community living programs are designed in accordance with our mission: to enable each individual served to discover and meet his or her maximum potential for independent, productive living and developmental growth. EBF provides transportation in order for all individuals to have access to their communities and has been an ADOT grantee for over 20 years.

**What type of program fund(s) did you apply for?**

- 5310  
 5311  
 Other (please explain) \_\_\_\_\_

**Type of Funding Requests? (Select all that apply)**

- Vehicle Funds  
 Operating Funds  
 Other (please explain) \_\_\_\_\_



## Non Discrimination Policy Statement

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**Easterseals Blake Foundation** policy assures full compliance with Title VI of the Civil Rights act of 1964, the Restoration Act of 1987, section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and related statutes and regulations in all programs and activities. Title VI states that “no person shall on the grounds of race, color, national origin, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination” under any **Easterseals Blake Foundation** sponsored program or activity. There is no distinction between the sources of funding.

**Easterseals Blake Foundation** also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low-income populations. Furthermore, **Easterseals Blake Foundation** will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When **Easterseals Blake Foundation** distributes Federal-aid funds to another entity/person, **Easterseals Blake Foundation** will ensure all sub-recipients fully comply with **Easterseals Blake Foundation's** Title VI Nondiscrimination Program requirements. The **Easterseals Blake Foundation Board of Directors** has delegated the authority to **Ema Kammeyer, CEO, Title VI Program Coordinator**, to oversee and implement FTA Title VI requirements.



Ema Kammeyer, Chief Executive Officer



## Non Discrimination Notice to the Public

### Notifying the Public of Rights Under Title VI and ADA

#### EASTERSEALS BLAKE FOUNDATION

**Easterseals Blake Foundation** operates its programs and services without regard to race, color, national origin or disability in accordance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA). Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with **Easterseals Blake Foundation**.

For more information on **Easterseals Blake Foundation**'s civil rights program, and the procedures to file a complaint, contact **Ema Kammeyer, CEO, 520-327-1529, email [ekammeyer@blake.easterseals.com](mailto:ekammeyer@blake.easterseals.com)** or visit our administrative office at **7750 E. Broadway Blvd, Suite A200, Tucson, AZ 85710.** For more information, visit **[www.blakefoundation.easterseals.com](http://www.blakefoundation.easterseals.com)**

A complainant may file a complaint directly with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: **ADOT:** ATTN: Title VI Program Manager 206 S. 17<sup>TH</sup> Ave MD 155A RM: 183 Phoenix AZ, 85007 **FTA:** ATTN: Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor- TCR 1200 New Jersey Ave., SE Washington DC 20590

If information is needed in another language, contact **520-327-1529.** Para información en Español llame: **Ema Kammeyer, CEO, [ekammeyer@blake.easterseals.com](mailto:ekammeyer@blake.easterseals.com), 520-327-1529**



## Non Discrimination Notice to the Public Spanish

### **Aviso al Público Sobre los Derechos Bajo el Título VI y ADA**

### **EASTERSEALS BLAKE FOUNDATION**

**Easterseals Blake Foundation (y sus subcontratistas, si cualquiera)** asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964, Sección 504 de la Ley de Rehabilitación de 1973 y La Ley de ciudadanos Americanos con Discapacidades de 1990 (ADA). El nivel y la calidad de servicios de transporte serán provehidos sin consideración a su raza, color, o pais de origen.

Para obtener más información sobre la **Easterseals Blake Foundation's** programa de derechos civiles, y los procedimientos para presentar una queja, contacte **Ema Kammeyer, CEO 520-327-1529, [ekammeyer@blake.easterseals.com](mailto:ekammeyer@blake.easterseals.com)** o visite nuestra oficina administrativa en **7750 E. Broadway Blvd, Suite A200, Tucson, AZ 85710** Para obtener más información, visite **[www.blakefoundation.easterseals.com](http://www.blakefoundation.easterseals.com)**

El puede presentar una queja directamente con Arizona Department of Transportation (ADOT) o Federal Transit Administration (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rights: ADOT: ATTN Title VI Program Manager 206 S. 17th Ave MD 155A Phoenix AZ, 85007 FTA: ATTN Title VI Program Coordinator, East Building, 5th Floor –TCR 1200 New Jersey Ave., SE Washington DC 20590

*The above notice is posted in English and Spanish in the following locations:*

*7750 E. Broadway Blvd, Suite A200, Tucson, AZ;*

*332 S. Convent Ave, Tucson, AZ 85701;*

*527 Main St., Safford, AZ 85646*

*This notice is posted online at [www.blakefoundation.easterseals.com](http://www.blakefoundation.easterseals.com);*

## Non Discrimination Complaint Procedures

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These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA) as they relate to any program or activity that is administered by **Easterseals Blake Foundation**, including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

- (1) Any person who believes he and/or she has been discriminated against on the basis of race, color, national origin, or disability may file a Discrimination complaint by completing and submitting the agency's Title VI Complaint Form.
- (2) Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
- (3) Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The ADA/Title VI contact person or designee will assist the complainant with documenting the issues if necessary.
- (4) Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.
- (5) Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
- (6) Once submitted **Easterseals Blake Foundation** will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by **Easterseals Blake Foundation** or submitted to the State or Federal authority for guidance. **Easterseals Blake Foundation** has established a Risk Committee who will investigate all complaints.

- (7) **Easterseals Blake Foundation** will notify the ADOT Civil Rights Office of ALL Discrimination complaints within 72 hours via telephone at 602-712-8946; or email at [civilrightsoffice@azdot.gov](mailto:civilrightsoffice@azdot.gov).
- (8) **Easterseals Blake Foundation** has 90 days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 30 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 30 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.
- (9) After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Discrimination violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur.
- (10) A copy of either the closure letter or LOF must be also be submitted to ADOT within 72 hours of that decision. Letters may be submitted by hardcopy or email.
- (11) A complainant dissatisfied with **Easterseals Blake Foundation's** decision may file a complaint with the Arizona Department of Transportation (ADOT) or the Federal Transit Administration (FTA) offices of Civil Rights: **ADOT:** ATTN ADA/Title VI Program Coordinator 206 S. 17<sup>TH</sup> Ave MD 155A RM: 183 Phoenix AZ, 85007 **FTA:** Attention Title VI Program Coordinator, East Building, 5<sup>th</sup> Floor TCR 1200 New Jersey Ave., SE Washington DC 20590
- (12) A copy of these procedures can be found online at: [www.blakefoundation.easterseals.com](http://www.blakefoundation.easterseals.com)

If information is needed in another language, contact 520-327-1529. Para información en Español llame: Ema Kammeyer, CEO, 520-327-1529, [ekammeyer@blake.easterseals.com](mailto:ekammeyer@blake.easterseals.com)



## Discrimination Complaint Form

### Section I:

Name:

Address:

Telephone (Home):

Telephone (Work):

Electronic Mail Address:

Accessible Format Requirements?

Large Print

Audio Tape

TDD

Other

### Section II:

Are you filing this complaint on your own behalf?

Yes\*

No

\*If you answered "yes" to this question, go to Section III.

If not, please supply the name and relationship of  
the person for whom you are complaining.

Please explain why you have filed for a third party:

Please confirm that you have obtained the permission of the  
aggrieved party if you are filing on behalf of a third party.

Yes

No

### Section III:

I believe the discrimination I experienced was based on (check all that apply):

Race

Color

National Origin

Disability

Date of Alleged Discrimination (Month, Day, Year): \_\_\_\_\_

Explain as clearly as possible what happened and why you believe you were discriminated against.  
Describe all persons who were involved. Include the name and contact information of the person(s)  
who discriminated against you (if known) as well as names and contact information of any witnesses.  
If more space is needed, please use the back of this form.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Section IV:

Have you previously filed a Discrimination complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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If yes, please provide any reference information regarding your previous complaint.

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#### Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes       No

If yes, check all that apply:

Federal Agency: \_\_\_\_\_       State Agency: \_\_\_\_\_  
 Federal Court: \_\_\_\_\_       Local Agency: \_\_\_\_\_  
 State Court : \_\_\_\_\_

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:

Address:

Telephone:

#### Section VI:

Name of agency complaint is against

Name of person complaint is against:

Title:

Location:

Telephone Number (if available):

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below

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Signature

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Date

Please submit this form in person at the address below, or mail this form to:

**Easterseals Blake Foundation, Ema Kammeyer**

**7750 E. Broadway Blvd**

**Tucson, AZ 85710**

**520-327-1529**

A copy of this form can be found online at [www.blakefoundation.easterseals.com](http://www.blakefoundation.easterseals.com)

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## Discrimination Investigations, Complaints, and Lawsuits

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This form will be submitted annually. If no investigations, lawsuits, or complaints were filed, a Blank form will be submitted.

Description/Name	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, national origin or disability)	Status	Action(s) Taken (Final findings?)
<b>Investigations</b>				
1)				
2)				
<b>Lawsuits</b>				
1)				
2)				
<b>Complaints</b>				
1)				
2)				

Easterseals Blake Foundation has not had any ADA nor Title VI Discrimination complaints, investigations, or lawsuits in **2016**

# EASTERSEALS BLAKE FOUNDATION PUBLIC PARTICIPATION PLAN

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**Easterseals Blake Foundation** is engaging the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process whether through public meetings or surveys. As an agency receiving federal financial assistance, **Easterseals Blake Foundation** made the following community outreach efforts:

**Easterseals Blake Foundation Community Outreach:**

Surveys annually to individuals and/or families receiving services through Agency Programs.

Invites community members to participate as Board Members.

Holds meetings annually with individuals, State of Arizona Representatives (DES/DDD/RSA) advocates and family members who participate in Agency Programs.

Invites public comment through our website.

In the upcoming year **Easterseals Blake Foundation** will make the following community outreach efforts:

Continue to send out surveys to individuals and/or families receiving services through Agency Programs.

Continue to invite public comment through our website.

Continue to hold meetings annually with individuals, DES State of Arizona Representatives, advocates and family members who participate in Agency Programs.

**MEETINGS/PUBLIC EVENTS:**

**Cooking With The Stars**

October 2017 at Mr. An's Restaurant, (N. Oracle Road) Tucson, Arizona

Fund raising event. The dinner is a special evening with 150+ guests, where local athletic and entertainment celebrity's "host" the event as personal chefs. The evening includes dinner, a silent and live auction and some entertainment for all our guests to have fun.

**Walk Run Roll**

May of 2018 at Reid Park (22nd and Country Club)

The Walk Run Roll event is an opportunity for the community to come together to raise funds for Easterseals Blake Foundation. The walk will be a family friendly event that includes a 2.5K leisurely walk, followed by an expo, food and snacks and entertainment. We are expecting in excess of 1,000 walkers that day.

**Spring Golf Classic**

May 2018 at Casino del Sol

The Spring Golf Classic is an annual event to benefit Easterseals Blake Foundation. The event includes the golf tournament, followed by a buffet dinner with a raffle and prizes.

### **El Tour de Tucson**

When: November 18, 2017; Where: The perimeter of Tucson, Arizona and Downtown Tucson, Events: Ride 104, 75, 55, 40, or 25 Miles around the perimeter of Tucson, Arizona. Or, join a Fun Ride of 11 Miles, 5 Miles, or 1/4 Mile in downtown Tucson.

Easterseals Blake Foundation is the Primary Beneficiary for El Tour de Tucson and welcome everyone to support this event whether through volunteering and/or riding!

Held annually the Saturday before Thanksgiving, El Tour is a fun adventure ride attracting over 9,000 cyclists of all ages and abilities from throughout the United States and worldwide, consisting of novice, intermediate, advanced, and professional riders. This cycling event is an opportunity for the community to come together to raise funds for Easterseals Blake Foundation, followed by Downtown Fiesta, food vendors, and medallions for all cyclists. We send emails out to staff and funders/donors to engage participation. The event is publicized on our website.

Volunteer Opportunities: We also post all volunteer opportunities on Volunteer Match and they roll onto our website <http://www.easterseals.com/blakefoundation/get-involved/volunteer/>

### **BOARD OF TRUSTEES MEETING SCHEDULE: 2017 Open to the public.**

January 25, 2017 Administrative Offices, 7750 E Broadway Blvd

February 22, 2017 Administrative Offices, 7750 E Broadway Blvd

March 22, 2017 Administrative Offices, 7750 E Broadway Blvd

April 26, 2017 Administrative Offices, 7750 E Broadway Blvd

May 24, 2017 Administrative Offices, 7750 E Broadway Blvd

June 28, 2017 Administrative Offices, 7750 E Broadway Blvd

July 2017 No Meeting Scheduled

August 24, 2017 Annual Board Dinner

September 27, 2017 Administrative Offices, 7750 E Broadway Blvd

October 25, 2017 Administrative Offices, 7750 E Broadway Blvd

November 22, 2017 Administrative Offices, 7750 E Broadway Blvd

December 2017 No Meeting Scheduled

**Easterseals Blake Foundation**  
**Meeting of Board of Trustees**  
**SAMPLE AGENDA**

**Wednesday, June 29, 2016 – 4:00pm**

1. Call to order
2. Welcome/Introductions
3. Agenda Review
4. Approval of the minutes of the last board meeting
5. Committee Updates;
  - a. Board Development Committee-Brent VanKoevering
  - b. Golf Committee-Michael Goldsmith
  - c. Finance Committee-Lindsay Cote
6. President's Report
7. CEO Report/Financial Report
8. Gina Judy, COO, on scope of the position and status of HR?PR transitions
9. New Business
10. Announcements
11. Next meeting
12. Adjournment
13. PLEASE NOTE3; NO BOARD MEETING WILL BE HELD IN JULY, HAPPY SUMMER

# EASTERSEALS BLAKE FOUNDATION LIMITED ENGLISH PROFICIENCY PLAN

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## Easterseals Blake Foundation Four Factor Analysis

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**Easterseals Blake Foundation has developed the following limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to Easterseals Blake Foundation services as required by Executive Order 13166. Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.**

This plan details procedures on how to identify a person who need language assistance, the ways in which assistance may be provided, training to staff, notification to LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining Easterseals Blake Foundation's extent of obligation to provide LEP services, Easterseals Blake Foundation undertook a U.S. Department of Transportation four-factor analysis which considers the following:

- 1) The number or proportion of LEP persons eligible in the Easterseals Blake Foundations service area who may be served or likely to encounter by Easterseals Blake Foundation programs, activities, or services are listed by County in the charts below;

### SERVICE AREA DEMOGRAPHIC CHARTS BY COUNTY

Persons with Limited English Proficiency (LEP) in Pima County	Estimate	% of persons 5 yrs & over that speak English very well	% of persons 5 yrs & over that speak English less than very well
Total persons 5 years and over	938,413	91.76%	8.24%
English Speaking only	669,630		
Limited English Proficiency	268,783		
Spanish with LEP	63,489	71.39%	28.61%
Chinese with LEP	2,817	51.79%	48.21%
Vietnamese LEP	1,688	39.86%	60.14%
Arabic LEP	1,175	57.24%	42.76%
Other Languages with LEP (32)	7,990	71.35%	28.65%

Persons with Limited English Proficiency (LEP) in Graham County	Estimate	% of persons 5 yrs & over that speak English very well	% of persons 5 yrs & over that speak English less than very well
Total persons 5 years and over	34,459	79.60%	20.40%
English Speaking only	27,428		
Limited English Proficiency	7,031		
Spanish with LEP	1,396	72.56%	27.44%
Other Languages with LEP	400	51.79%	23.07%

Persons with Limited English Proficiency (LEP) in Cochise County	Estimate	% of persons 5 yrs & over that speak English very well	% of persons 5 yrs & over that speak English less than very well
Total persons 5 years and over	121,324	71.48%	28.52%
English Speaking only	86,720		
Limited English Proficiency	34,604		
Spanish with LEP	10,387	65.42%	34.58%
Other Languages with LEP	1,350	65.52%	34.48%

Persons with Limited English Proficiency (LEP) in Santa Cruz County	Estimate	% of persons 5 yrs & over that speak English very well	% of persons 5 yrs & over that speak English less than very well
Total persons 5 years and over	43,619	76.76%	23.24%
English Speaking only	10,136		
Limited English Proficiency	33,483		
Spanish with LEP	11,576	64.94%	35.06%

- 2) The frequency with which LEP individuals come in contact with an Easterseals Blake Foundation services; EBF encounters Spanish LEP individuals on a regular basis which is much less frequent than the general population. We provide vital materials in Spanish and additionally have approximately 23% of our staff who are bi-lingual (Spanish & English).

Additional translation and interpreter services are offered if needed. EBF has not had any requests for the other LEP languages in Pima County (Chinese, Vietnamese or Arabic). If EBF were to receive any requests we would provide written and oral translation services.

- 3) **The nature and importance of the program, activities or services provided by Easterseals Blake Foundation to the LEP population;** EBF provides services including transportation that are critical for LEP individuals. Individuals' transportation needs are determined in annual ISP meetings. Transportation services allows LEP individuals to be active members of their communities and provides transportation to critical services (medical/doctor appointments, grocery shopping, etc.)
- 4) **The resources available to Easterseals Blake Foundation and overall costs to provide LEP assistance. A brief description of these is provided in the following section;**

A statement in Spanish is included in all public outreach notices. Every effort will be made to provide vital information to LEP individuals in the language requested. Language assistance services are provided to persons with LEP at all points of contact in their preferred language, verbally and/or in writing. Vital documents are translated into Spanish. The EBF website has a translate button to translate automatically into 5 languages (Arabic, French, Somali, Spanish & Swahili). EBF has certified Spanish, French, Chinese & Swahili interpreters on staff, and additionally has a number of staff who are fluent in a variety of languages (Chinese, French, Swahili, Vietnamese & Portuguese along with additional African dialects) and are able to orally translate when needed. Based on the four factor analysis EBF provides materials in Spanish and will translate into other languages upon request. EBF bears all costs of translation and interpretation services.

### **Safe Harbor Provision**

EBF complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

- 1) Non Discrimination Notice to the Public
- 2) Non Discrimination Complaint Procedures
- 3) Discrimination Complaint Form

In addition we will conduct our marketing (including using translated materials) in a manner that reaches each LEP group. Vital documents include the following:

- 1) Notices of free language assistance for persons with LEP
- 2) Notice of Non Discrimination and Reasonable Accommodation
- 3) Outreach Materials
- 4) Bus/Van Schedules
- 5) Route Changes
- 6) Public Hearings

See attachments section for sample forms translated into Spanish



## Non-elected Committees Membership Table

A subrecipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Subrecipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

Table Depicting Membership of Committees, Councils, Broken Down by Race

Body	Caucasian	Latino	African American	Asian American	Native American
Population	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%
TYPE THE NAME OF THE COMMITTEE HERE	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%
TYPE THE NAME OF THE COMMITTEE HERE	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%
TYPE THE NAME OF THE COMMITTEE HERE	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%	TYPE % HERE%

X Easterseals Blake Foundation does NOT select the membership of any transit-related committees, planning boards, or advisory councils.



## Monitoring for Subrecipient Title VI Compliance

EBF does not subcontract transportation services and therefore conducts no monitoring of sub recipients for Title VI compliance,

**X Easterseals Blake Foundation** does NOT monitor subrecipients for Title VI compliance.



## Title VI Training

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Easterseals Blake Foundation staff receive Title VI training during the hiring process. Each new hire is required to read and take a quiz on all Agency Policies. The ADA Policy and the LEP Plan are included in this training. Easterseals Blake Foundation provides required on-going trainings for all Agency Staff which includes non-discrimination>Title VI training. Staff receive ongoing training from their supervisors on ADA and client rights. Easterseals Blake Foundation provides a link on our website to our Title VI Plan for staff as well as the public. Each employee has a personal link on their payroll site to all policies and training notices are sent out through Agency email and the completed trainings are tracked by Human Resources. Last year all new hires were trained on the LEP and Title VI policies during orientation. Annually all staff are required to review these policies during their review of the EBF policy and procedure manual and a sign off sheet is put into their personnel training file when completed.



## Title VI Equity Analysis

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A subrecipient planning to acquire land to construct certain types of facilities must not discriminate on the basis of race, color, or national origin, against persons who may, as a result of the construction, be displaced from their homes or businesses. "Facilities" in this context does not include transit stations or bus shelters, but instead refers to storage facilities, maintenance facilities, and operation centers.

There are many steps involved in the planning process prior to the actual construction of a facility. It is during these planning phases that attention needs to be paid to equity and non-discrimination through equity analysis. The Title VI Equity Analysis must be done before the selection of the preferred site.

***Note: Even if facility construction is financed with non-FTA funds, if the subrecipient organization receives any FTA dollars, it must comply with this requirement.***

- A. EBF has no current or anticipated plans to develop new transit facilities covered by these requirements. EBF has never developed any transit facilities.



## **Easterseals Blake Foundation**

### **Minutes of Meeting of Board of Trustees**

At a duly convened electronic Special Meeting of the Board of Trustees of Easterseals Blake Foundation on August 14, 2017, the following resolution was approved:

That the Easterseals Blake Foundation TITLE VI IMPLEMENTATION PLAN, as presented for submission to the Arizona Department of Transportation, has been reviewed by the Board of Trustees and is hereby approved for implementation for the Foundation.

Dated August 14, 2017

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Danny Blake

Secretary, ESBF Board of Trustees

Policy No.	Subject EBF ADA
Chapter: Human Resources	
Approved: _____ Chief Executive Officer	Effective: 7/1/17 Revised:

## POLICY

Easterseals Blake Foundation (EBF) ensures that the Foundation maintains a policy to abide by all provisions of the American Disabilities Act (ADA) of 1990, as amended, in all activities, operations, and relationships with – and accommodations of – employees, member-customers, and the general public.

## REFERENCES

American Disabilities Act (ADA) of 1990, as amended.

## APPLICABILITY

This policy applies to all EBF employees, including management, administration, and temporary employees, and to all applicants who have received conditional offers of employment with EBF. This policy also applies to all contractors who are performing services on Foundation property, or who are operating Foundation equipment, machinery or vehicles. Such employees of contractors are considered employees within the meaning of this policy.

## PROCEDURE

It is the policy of Easterseals Blake Foundation not to discriminate against qualified individuals with a disability with regard to any aspect of employment. Easterseals Blake Foundation is committed to complying with the Americans with Disabilities Act, as amended.

Easterseals Blake Foundation (EBF) recognizes some individuals with disabilities may require reasonable accommodations. If you are disabled or become disabled (meaning you have a mental or physical impairment substantially limiting one or more of the major life activities) and you require a reasonable accommodation, you must contact EBF Human Resources at 520-327-1529 or email at [HR@blake.easterseals.com](mailto:HR@blake.easterseals.com) to begin the interactive process, which will include discussing your disabilities, limitations, and possible reasonable accommodations that may enable you to perform the functions of your position, make the workplace readily accessible to and usable by you, or otherwise allow you to enjoy equal benefits and privileges of employment.

It is the policy of EBF to abide by the provisions of the American Disabilities Act (ADA) of 1990, as amended, which requires that individuals with disabilities receive the same level of service as non-disabled individuals. Services that are “separate but equal” are not acceptable (i.e. all individuals using wheelchairs on one bus and everyone else on another).

In accordance with ADA requirements, lift vehicles, features of facilities, and other capital equipment required for accessibility will be maintained in good working condition. In accordance with ADA requirements, accessible vehicles, accessible features of facilities, and other capital equipment required for accessibility must be routinely checked to ensure they are in operating and in good working order.



ADA accessibility features will be repaired promptly if they are damaged or out of order (lifts on vehicles, elevators, ramps, etc.)

Specific transportation provisions of the Americans with Disabilities Act (ADA), as amended, can be located in the Transportation related policies and Transportation Handbook. The EBF Transportation Policies and EBF Transportation Handbook can be used as additional guidelines for the following:

**Lift vehicle availability:** As required by the Americans with Disabilities Act (ACA), Easterseals Blake Foundation ensures a reasonable number of wheelchair accessible vehicles in our fleet to ensure that persons needing a wheelchair have equivalent access to our transportation services as ambulatory persons.

**Maintenance of Accessible Features on Vehicles:** As required by the Americans with Disabilities Act (ADA), the accessible features on our vehicles are maintained, so that persons needing these features receive equivalent service to persons not needing those features.

**Adequate time for Vehicle Boarding and Disembarking:** As required by the Americans with Disabilities Act (ADA), Easterseals Blake Foundation provides adequate time for boarding and disembarking our vehicles for persons with disabilities.

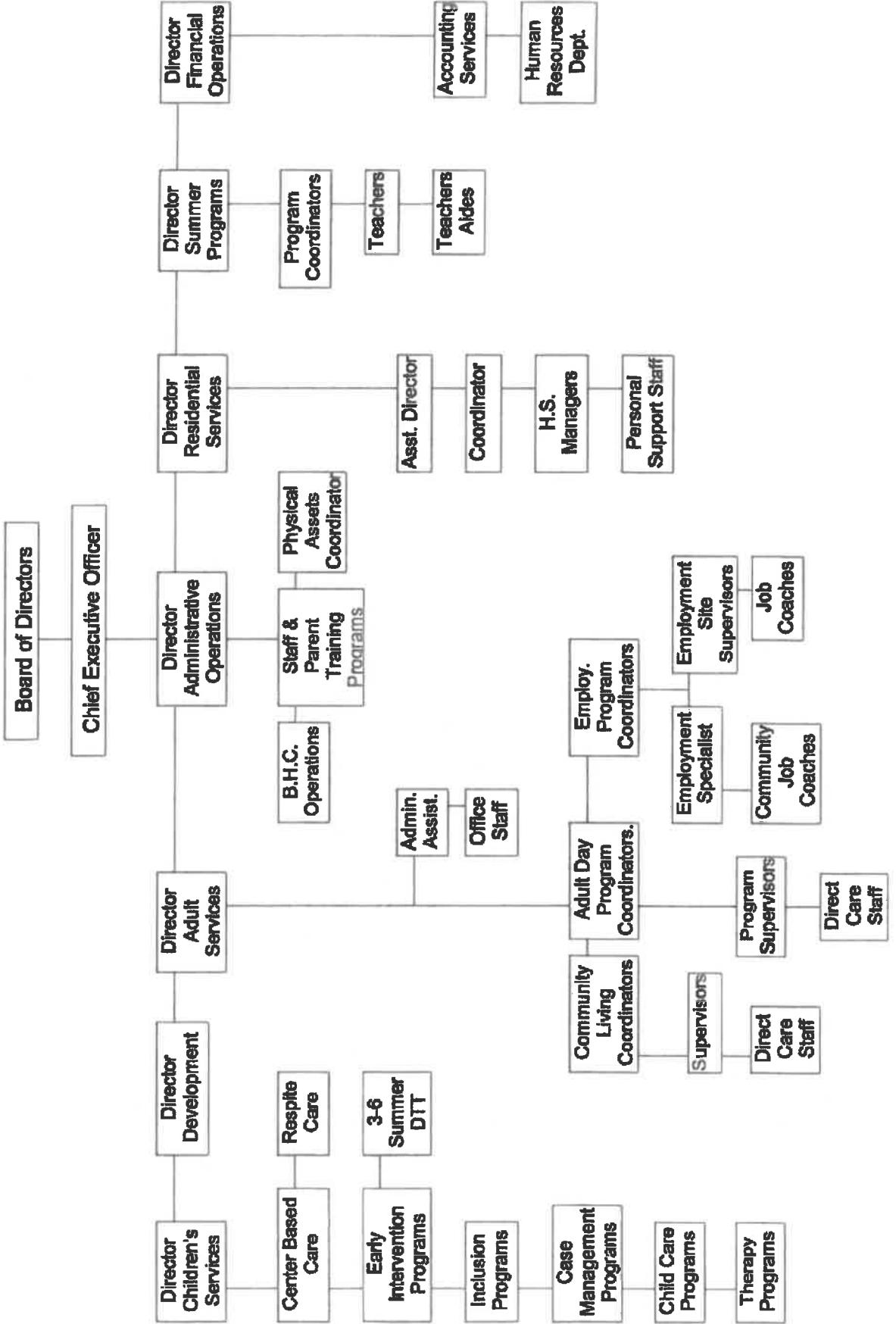
**Use of Portable Oxygen/Respirator Equipment:** As required by the Americans with Disabilities Act (ADA), persons using our transportation service may bring respirator, portable oxygen, and/or other life support equipment on board our vehicles, as long as they do not violate the law or rules relating to the transportation of hazardous materials. All equipment must be small enough to fit into our vans safely and without obstructing the aisle and/or block emergency exits.

**Service Animals:** As required by the Americans with Disabilities Act (ADA), any guide dog, signal dogs, or other animal individually trained to work or perform tasks for the benefit of an individual with a disabilities, including but not limited to, guiding individuals with impaired vision or alerting individuals with impaired hearing, are accepted on our vehicles. All service animals must be kept under the control of their owner at all times and abides by local animal safety regulations. If the animal acts out of control or causes a major disturbance to the environment (i.e., howling), the animal may be removed from the bus and turned over to the local animal control officials, if appropriate.

**Training in Wheelchair Securement, Sensitivity to Passengers:** As required by the Americans with Disabilities Act (ADA), Easterseals Blake Foundation transit operators (drivers) operating vehicles with lifts are trained in the use of wheelchair equipment and in passenger sensitivity. This training is provided by a qualified/certified instructor in Passenger Assistance Safety and Security (P.A.S.S.) training prior to being released to drive for Easterseals Blake Foundation. The ADA contact for Easterseals Blake Foundation shall be the Easterseals Blake Foundation Compliance Manager or Chief Operations Officer/Chief Compliance Officer. These individuals can be reached at 520-327-1529 or email at [Compliance@blake.easterseals.com](mailto:Compliance@blake.easterseals.com). Anonymous reporting line is also available by calling 520-449-8525.

In cases where there is confirmation of allegations, appropriate corrective action will be taken, regardless of whether the inappropriate conduct rises to the level of any violation of the law. No employee will suffer retaliation for reporting, in good faith, any violation of policy or unlawful discrimination, harassment or retaliation.

## Easter Seals Blake Foundation Organizational Chart





## Attachments

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LEP Demographic Charts

Easter Seals Blake Foundation Annual Report

Easter Seals Blake Foundation – SAGE sample brochures

Easter Seals Blake Foundation – sample Spanish forms

S1601

**LANGUAGE SPOKEN AT HOME**  
**2010-2014 American Community Survey 5-Year Estimates**

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Data and Documentation section.  
 Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Versions of this  
table are available  
for the following  
years:

2014

▼

2013

2012

2011

2010

2009

Subject	Population 5 years and over	Graham County, Arizona						Greenlee County, Arizona						Pima County, Arizona					
		Percent of specified language speakers			Percent of specified language speakers			Percent of specified language speakers			Total			Total			Percent of English speakers		
		Speak English "very well"	Margin of Error	Estimate	Speak English "very well"	Margin of Error	Estimate	Speak English "very well"	Margin of Error	Estimate	Speak English "very well"	Margin of Error	Estimate	Speak English "very well"	Margin of Error	Estimate	Speak English "very well"	Margin of Error	Estimate
Speak only English	34,302	+/-33	94.2%	+/-0.8	5.8%	+/-0.8	8.1%	+/-20	85.1%	+/-1.8	4.9%	+/-1.8	932,240	+/-106	91.7%	+/-0.3	8.3%	+/-0.3	
Speak a language other than English	78.4%	+/-1.5	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)	71,4%	+/-0.3	(X)	(X)	(X)	(X)	
Spanish or Spanish-Creole	20.6%	+/-1.5	71.8%	+/-3.3	28.2%	+/-3.3	23.9%	+/-3.0	78.5%	+/-6.4	20.5%	+/-6.4	28.6%	+/-0.3	71.0%	+/-0.9	29.0%	+/-0.9	
Other Indo-European languages	0.5%	+/-0.3	95.6%	+/-8.1	4.4%	+/-8.1	1.1%	+/-0.8	68.1%	+/-21.1	31.9%	+/-21.1	1.9%	+/-0.2	80.2%	+/-2.4	18.8%	+/-2.4	
Asian and Pacific Islander languages	0.3%	+/-0.1	31.4%	+/-25.8	68.6%	+/-25.8	0.3%	+/-0.3	62.5%	+/-44.4	37.6%	+/-44.4	1.8%	+/-0.1	58.1%	+/-3.4	45.9%	+/-3.4	
Other languages	4.8%	+/-0.8	85.0%	+/-4.2	15.0%	+/-4.2	0.4%	+/-0.4	86.9%	+/-9.0	3.1%	+/-8.0	1.2%	+/-0.1	75.2%	+/-3.8	24.8%	+/-3.8	
<b>SPEAK A LANGUAGE OTHER THAN ENGLISH</b>																			
Spanish or Spanish-Creole	6,148	+/-408	87.8%	+/-4.0	32.2%	+/-4.0	1.804	+/-239	80.0%	+/-7.0	20.0%	+/-7.0	220,737	+/-3,089	71.2%	+/-0.9	28.9%	+/-0.9	
5-17 years	374	+/-133	73.0%	+/-14.9	27.0%	+/-14.8	222	+/-86	82.6%	+/-14.2	37.4%	+/-14.2	42,985	+/-1,381	87.3%	+/-1.4	12.7%	+/-1.4	
18-64 years	3,696	+/-382	65.4%	+/-4.6	34.8%	+/-4.8	1,182	+/-180	80.3%	+/-7.8	19.7%	+/-7.8	152,529	+/-2,282	88.6%	+/-1.1	30.9%	+/-1.1	
65 years and over	909	+/-75	79.0%	+/-6.3	24.0%	+/-6.3	400	+/-38	88.8%	+/-8.1	11.3%	+/-8.1	25,223	+/-4,488	84.2%	+/-2.5	45.8%	+/-2.5	
Other Indo-European languages	160	+/-5	95.8%	+/-8.1	4.4%	+/-8.1	94	+/-64	88.1%	+/-21.1	31.9%	+/-21.1	1,514	+/-321	80.2%	+/-2.4	18.9%	+/-2.4	
5-17 years	50	+/-1	100.0%	+/-45.1	0.0%	+/-45.1	0	+/-18	-	-	-	-	1,778	+/-1,089	79.3%	+/-8.7	20.7%	+/-8.7	
18-64 years	63	+/-67	91.5%	+/-14.3	8.4%	+/-14.3	94	+/-64	68.1%	+/-21.1	31.9%	+/-21.1	4,881	+/-448	81.8%	+/-3.2	18.4%	+/-3.2	
65 years and over	27	+/-28	100.0%	+/-81.3	0.0%	+/-81.3	0	+/-16	-	-	-	-	4,936	+/-290	77.0%	+/-3.8	23.0%	+/-3.8	
Asian and Pacific Islander languages	118	+/-61	31.4%	+/-25.8	68.6%	+/-25.8	24	+/-23	82.5%	+/-4.4	37.5%	+/-4.4	17,033	+/-1,043	86.1%	+/-3.4	43.9%	+/-3.4	
5-17 years	0	+/-27	-	-	**	**	0	+/-18	-	-	-	-	2,050	+/-400	78.0%	+/-7.7	21.0%	+/-7.7	
18-64 years	118	+/-51	31.4%	+/-25.8	68.6%	+/-25.8	21	+/-23	57.1%	+/-4.9	42.9%	+/-4.9	13,148	+/-1,612	86.0%	+/-3.7	46.0%	+/-3.7	
65 years and over	0	+/-27	-	-	**	**	3	+/-5	100.0%	+/-10.0	0.0%	+/-10.0	1,784	+/-235	37.6%	+/-5.4	82.4%	+/-8.4	
Other languages	1,649	+/-184	85.0%	+/-4.2	15.0%	+/-4.2	32	+/-33	95.8%	+/-8.0	3.1%	+/-8.0	10,980	+/-920	76.2%	+/-3.8	24.8%	+/-3.8	
5-17 years	103	+/-48	100.0%	+/-29.8	0.0%	+/-29.8	0	+/-18	-	-	-	-	1,248	+/-280	77.2%	+/-4.2	25.8%	+/-4.2	
18-64 years	1,250	+/-144	88.0%	+/-4.0	11.0%	+/-4.0	32	+/-33	86.9%	+/-9.0	3.1%	+/-8.0	8,811	+/-777	78.2%	+/-6.2	44.2%	+/-6.2	
65 years and over	286	+/-40	82.6%	+/-13.6	37.2%	+/-13.6	0	+/-18	-	-	-	-	1,123	+/-178	88.8%	+/-6.2	31.2%	+/-6.2	

		Graham County, Arizona			Greenlee County, Arizona			Pima County, Arizona		
		Percent of specified language speakers		Total	Percent of specified language speakers		Total	Percent of specified language speakers		Total
		Speak English "very well"			Speak English less than "very well"			Speak English "very well"		
Subject	Estimate	Margin of Error	Estimate	Error	Margin of Error	Estimate	Error	Margin of Error	Estimate	Error
<b>CITIZENS 18 YEARS AND OVER</b>										
All citizens 18 years and over	25,600	+/-232	85.9%	+/-0.7	4.1%	+/-0.7	5,984	+/-111	97.4%	+/-1.3
Speak only English	78.8%	+/-1.5	(X)	(X)	(X)	(X)	75.6%	+/-2.8	(X)	(X)
Speak a language other than English	21.2%	+/-1.5	80.6%	+/-3.0	19.4%	+/-3.0	24.4%	+/-2.8	88.4%	+/-4.8
Spanish or Spanish Creole	14.5%	+/-1.3	80.0%	+/-3.8	20.0%	+/-3.8	22.9%	+/-2.7	89.9%	+/-5.1
Other languages	8.7%	+/-0.8	81.9%	+/-4.7	18.1%	+/-4.7	18.9%	+/-1.0	82.1%	+/-2.2
<b>PERCENT IMPUTED</b>										
Language status	9.1%	(X)	(X)	(X)	(X)	(X)	15.6%	(X)	(X)	(X)
Language status (speak a language other than English)	7.8%	(X)	(X)	(X)	(X)	(X)	16.0%	(X)	(X)	(X)
Ability to speak English	8.6%	(X)	(X)	(X)	(X)	(X)	17.2%	(X)	(X)	(X)

Source: U.S. Census Bureau, 2010-2014 American Community Survey 5-Year Estimates

## Explanation of Symbols:

An “\*\*\*” entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate. An “\*” entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.

An “†” following a median estimate means the median falls in the lowest interval of an open-ended distribution.

An “‡” following a median estimate means the median falls in the upper interval of an open-ended distribution.

An “\*\*” entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.

An “\*\*\*” entry in the margin of error column indicates that the estimate is controlled. A statistical test is not appropriate.

An “N/A” entry in the margin of error column indicates that the estimate is not applicable or not available.

An “(X)” means that the estimate is not applicable or not available.

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonresponse error (for a discussion of nonresponse variability, see Accuracy of the Data). The effect of nonresponse error is not represented in these tables.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using multi-year data containing data from 2013.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using multi-year data containing data from 2013.

While the 2010-2014 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural population, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.



Easter Seals  
Blake Foundation

# ANNUAL REPORT 2015



**LETTER FROM  
THE PRESIDENT  
AND CEO**

**EASTER SEALS BLAKE FOUNDATION  
ADMINISTRATIVE ADDRESS**

7750 E. Broadway Blvd. • Suite A200 • Tucson, AZ 85710  
Phone (520) 327-1529  
Fax (520) 327-1869

**ORGANIZATION**

Easter Seals Blake Foundation has been serving disabled & disadvantaged individuals and their families throughout Southern Arizona since 1950, positively impacting the lives of over 19,000 children, adults, and families each year. Our services range from Early Intervention and Head Start programs, summer camps, behavioral health services, all the way to long term supported living and employment trainings.

We are the largest social services non-profit employer in Southern Arizona.

**MISSION**

Easter Seals Blake Foundation is dedicated to the idea that all people deserve the chance to live healthy, productive, and independent lives. Our educational, therapeutic, family support and community living programs are designed in accordance with our mission: to enable each individual served to discover and meet his or her maximum potential for independent, productive living and developmental growth.

**VISION**

We will provide opportunities, supports and services to children, adults and families, with compassion and respect for them as valued members of their communities, involved and participating based on their own choices.

Easter Seals Blake Foundation (ESBF) knows that our community is stronger when we build on the abilities of all our members. That is why we work in local communities all over Arizona as champions for ability and opportunity, enhancing the lives of all our families and clients. Working in partnership, we offer guidance, provide support and inspire action so everyone can reach for and realize the life they choose. Each member of our staff and Board of Directors, as well as our philanthropic supporters plays an important role in this vision; it is this collaboration which has enabled us to grow and succeed for over 65 years.

The past year has been one of significant growth and diversification. We have expanded services in several areas, including supervised family visitation, inclusion training for community child care centers, Parents as Teachers training, parent aide programs, summer camp for adolescents and teens with emotional challenges, Trauma-Informed care counseling, semi-independent living and outreach programs for young adults through the behavioral health system, Neonatal Intensive Care programs, and Behavioral Health Intake and Coordination of Care. We also added an infant/toddler classroom to our Children's Achievement Center in Tucson. As with any undertaking which experiences this kind of dynamic growth, the ongoing challenge is to ensure that the agency's administrative and organizational supports keep pace. We have added several insurance and contract billing staff along with acquiring a new expertise in some very complex funding and reimbursement structures. The ultimate message we want to convey is that we are so very grateful to have these opportunities and challenges. As a trusted provider of essential social services, we realize that in many instances ESBF is the only resource available to our most underserved and vulnerable community members. Without excellent staff, a very supportive donor base and a committed Board of Directors, we could never experience the gratification of knowing that we make a significant difference in our communities, enhancing the lives of over 19,000 individuals and families each year.

Having been named Primary Beneficiary of the El Tour de Tucson has been an incredible experience. The sheer size and logistics of this event are awe-inspiring. Participating in the preparation and staging of El Tour has been full of fun and filled with educational opportunities. We look forward to continuing our partnership with the wonderful people at Perimeter Bicycling.

As we move into the New Year, we are excited to continue our work. Your support is appreciated and valued. And together, we will change the lives of many for years to come.

Respectfully,

Aurum van den Berg & Ena Kammerer

## SAGE COMMUNITY SERVICES

SAGE continued to grow our existing quality services and implement new programs throughout 2015. In line with our commitment to participate in on-going training and hosting professional development workshops, SAGE hosted a two-day Exploring Equine Assisted Mental Health workshop which was facilitated by the Browne Center and Prescott College to teach approaches of equine assisted mental health interventions. Staff attended several conferences and trainings including the National Council for Behavioral Health's conference, with a broad selection of relevant topics.



Mental Health workshop which was facilitated by the Browne Center and Prescott College to teach approaches of equine assisted mental health interventions. Staff attended several conferences and trainings including the National Council for Behavioral Health's conference, with a broad selection of relevant topics.

Our Behavioral Health program focused on providing quality services for youth who have experienced traumatic events. Our wrap around services combines our expertise in trauma informed care with our experience supporting youth with other behavioral health needs to help them develop into healthy community members. We implement a unique approach by integrating equine assisted and nature-based therapy with Neurosequential Model of Therapeutics, a developmentally informed, biologically respectful approach to working with youth. Meeting the needs of underserved Arizona youth and their parents, SAGE offered three different summer programs to provide safe alternatives to out-of-school time: Campo del Oeste, Sensory Camp, and Safford Camp. These programs had an energetic and compassionate group of facilitators, new and returning, leading youth in meeting personalized goals. It's exciting to watch youth develop positive group dynamics, and invest in the culture they're creating at camp.

receive credit for the courses, they have led to community engagement and discussions about the course topics. SAGE Ceramics dedicated much of the year creating products to sell at Easter Seals Blake Foundation's fundraising events. The day programs and ceramics made wind chimes for Walk Run Roll, Cooking with the Stars, and souvenir pieces for El Tour de Tucson.

Our Supported Living Programs which provide integrated community supports throughout southern Arizona has expanded. We are now providing attendant care, habilitation, and respite services to over 100 individuals.

Banner University Medical Center hosts our Project SEARCH Program which provides on the job training for youth who are transitioning from school to work. This year they provided dedicated classroom space to the program. A number of individuals graduating from the program were offered positions as hospital employees. The number of youths attending this program will double in 2016.

In Morenci, SAGE expanded job-coaching opportunities to include janitorial services to the Freeport McMoRan Industries Rec Center. Freeport McMoRan is extremely supportive of ESBF's provision of services in their community. They provide space for a Day Program and space and equipment for the Cup'n Cone.

SAGE is committed to community engagement, and the day programs have been models of inclusion and outreach. A number of individuals in the day program enrolled in online college courses that they participated in and completed while at the program. Although participants don't



**Easter Seals  
Blake Foundation**



## CFS-CHILDREN AND FAMILY SERVICES

CONTINUED 1 / PAGE

Children and Family Services' vision is to ensure that every Arizona child is thriving, every family is strong, and every community is connected. To that end, CFS makes a special effort to provide services for marginalized communities. In August 2015, in partnership with Central Arizona College, we officially opened the doors to two new, high-quality early learning centers in Apache Junction and Coolidge.

Before August, more than 90% of these communities' children were being served by childcare programs rated as below standards by the statewide childcare assessment and improvement program, Quality First. Since opening, parents have been overjoyed with our new programs and with the progress of their children. One example: when four-year-old Alexa came to us, her speech was delayed and she had a difficult time articulating herself so that she could be understood. Since attending Signal Peak Early Learning Center in Coolidge, Alexa's speech has improved so much so that she is now speaking in full sentences! This is Alexa's first time in childcare, and her parents were nervous about leaving her, but now say how thankful they are for the care and education she is getting.

CFS is serving more families than ever through the expansion of several services including in-home nursing (Neonatal Intensive Care Program, Nurse-Family Partnership), parenting education and support (Pinal Parents as Teachers, Greenlee Parents as Teachers, Case Aide, Incredible Years), professional development for childcare providers (Quality Counts, Statewide Inclusion), and quality improvement for childcare programs (Arizona Self-Study Program, Smart Support). CFS is proud to continue to be chosen to implement important strategies in support of Arizona children and families.

Finally, as 2016 begins we welcome a new Division Director, Aimee Graves. Aimee brings a wealth of experience that will help build upon our past successes and achieve new heights. Thank you to Linda Lopez for two years of service and for the gains made by the CFS during her tenure.

### Our Mission:

To enhance the lives of children, families, and our community.

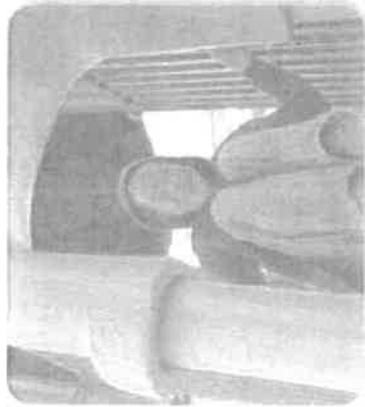
### Our Vision:

Every child thriving, every family strong, every community connected.

2015 was another year of excellence elsewhere in the division as well. Our children and family therapists across Southern Arizona are each completing intensive ongoing training to become certified in Child-Parent Psychotherapy, an evidence-based therapy specifically designed for young children who have experienced trauma. ESBF is the only Arizona provider outside of Maricopa County whose staff are trained to utilize this premier model. CPP is a great tool in supporting the growing number of Arizona children who have been victims of abuse or neglect. Also building on our repertoire of evidence-based options for families, in 2015 CFS was chosen by Georgia State University to receive free training on the SafeCare program. SafeCare has been shown to be a highly effective prevention and intervention program that can actually reduce child maltreatment.

CONTINUED ON PAGE 6

## CONGRATULATIONS TO THE COMMUNITY LIVING SERVICES (CLS) DIVISION FOR ALL THEIR HARD WORK IN 2014-15!



Meet Conner, a 27 year old young adult living in our 29th Street home. Conner is autistic. He, like many individuals with autism wander or run away from their safe environments. Maybe to a favorite place or escaping an anxious situation or uncomfortable sensory stimuli. These behaviors kept Conner at home and away from the outside world. It was very scary and stressful for his family, so they turned to ESBF's CLS for help. After his short residence, Conner is now able to go out shopping and enjoys public outings of all kinds. Recently, his family was extremely surprised and delighted to see him participating in a CLS Party with a large group of people enjoying riding a roller coaster and carousel. His success is attributed to the dedication of the CLS staff to the betterment of the lives of those they serve.

## LAST YEAR, EASTER SEALS BLAKE FOUNDATION REACHED OVER 20,000 PEOPLE IN SOUTHERN ARIZONA

### Who Did We Serve?

#### Client Demographics\*

	<b>Age</b>	
0-2	5,349	
3-5	2,203	
6-17	1,820	
18-64	10,265	
65-74	19	
75+	5	
	<b>Gender</b>	
Male	6,387	
Female	12,916	
		<b>Heritage/Ethnicity</b>
Asian American	169	
African American	966	
Caucasian	9,393	
Hispanic	4,794	
Native American	379	
Native Hawaiian or other Pacific Islander	19	
Multiple Ethnicity	416	
Other	2,689	
<b>Total Clients Served</b>	<b>19,661</b>	

\* Demographic data is not collected for all programs

#### Community Engagement

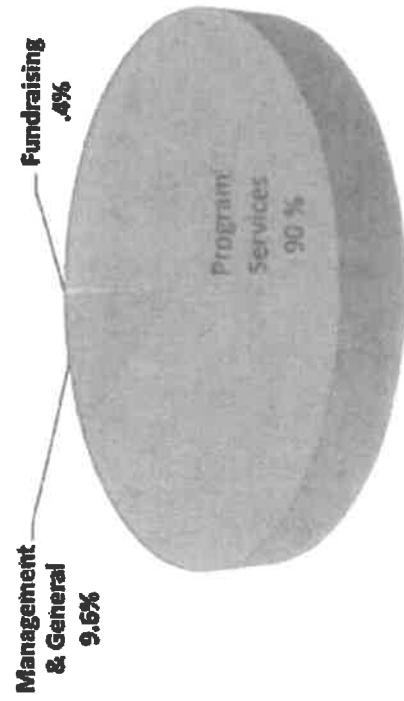
	<b>Community Outreach Activities</b>	
Conference Exhibits	12,319	
Health Fair Exhibits		
Open Houses		
	<b>Educational Programming Activities</b>	
Parent/Caregiver Seminars	1,699	
Teaching Engagements		
	<b>Volunteer Activities</b>	
Affiliate Program Volunteers	558	
Special Events		
Office Initiatives		

**Total Engaged Through Outreach, Educational, & Volunteer Activities.... 14,576**

Congratulations to our amazing staff, who were recognized by the Division of Development Disabilities! CLS was awarded two grants for their work with autistic teens. Grant funding was used to improve community living homes in the Tucson area. One of these homes is Kelso, which has four young adult men with autism residing in the house. The residents are thrilled to be living in a home with a pool, where they are able to receive their Individual Support Plan water therapy exercises. ESBF staff have done a great job providing the teens a warm and safe environment to reside in, ensuring their experience is that of a happy home.

## FINANCIALS

How was your money invested?



## BALANCE SHEET

	Assets	
	Current Asset:	
Cash and Cash Equivalents .....	452,102	
Accounts Receivables .....	4,871,029	
Prepaid Expenses and Other Assets .....	117,768	
<b>Total Current Assets.....</b>	<b>\$5,440,899</b>	
Property and Equipment, net .....	9,268,694	
Other Assets .....	652,695	
<b>Total Assets .....</b>	<b>\$15,362,288</b>	
	Liabilities and Net Assets	
	Current Liabilities:	
Accounts Payable .....	2,884,484	
Line of Credit .....	2,420,000	
Notes payable .....	885,085	
<b>Total Current Liabilities .....</b>	<b>6,189,569</b>	
Notes Payable, Non-Current Portion .....	3,693,776	
<b>Total Liabilities.....</b>	<b>\$9,883,345</b>	
<b>Total Unrestricted Net Assets .....</b>	<b>4,500</b>	
Total Net Assets .....	\$5,478,943	
<b>Total Liabilities and Net Assets .....</b>	<b>\$15,362,288</b>	
	Revenue and Support:	
Client Services .....	32,354,276	
In-Kind Contributions .....	903,233	
Tuition and fees .....	827,946	
Other Revenue .....	85,293	
Development .....	267,963	
<b>Total Revenue and Support .....</b>	<b>\$34,438,711</b>	
	Expenses:	
Program Services .....	31,460,659	
Management and General .....	3,365,454	
Fund-Raising .....	153,833	
<b>Total Expenses .....</b>	<b>34,979,946</b>	
Change in Net Assets .....	(602,829)*	
Net Assets, Beginning of Year .....	6,077,272	
<b>Net Assets, End of Year .....</b>	<b>\$5,474,443</b>	

\*The change in net assets amount primarily reflects expenditures necessitated by the award of a new contract for expanded Behavioral Health Services. This larger scope of work required that we purchase, implement and train all staff on a new Electronic Health Records System. The contract also mandated several additional administrative positions to be hired in advance of the actual start date of the contract and the funding to cover those positions. Finally, several of our older service lines ran deficits; those programs are being rigorously monitored and analyzed for feasibility.

## THANK YOU TO OUR DONORS

## THANK YOU TO OUR DONORS

Alphagraphics 153	Community Partnership of Southern Arizona	Robert W. Fischer, III	Kalli Bottling Co.	Network for Good	Bruce & Barbara Schmidt
Bergerac Lane Inc.	Gary Fletcher	Ema Kammereyer	Delores A. Norton	Daniel Schmidt	Daniel Schmidt
Joe & Marlene Andrews	Fraternal Order of Police Lodge 20	Carla Keegan	Russell & Lynette Noyce	Bill Schuemann	Bill Schuemann
Angel Charity for Children, Inc.	Fresno-McMahan Foundation	Gary Kershner	Daniel & Madhvi Owen	Jason Scott	Autumn van den Berg
Southern Arizona Mustang Club	Kevin Fulgate	Carla Kirchner	Tom Owen & Lindy Cote	Josephine J. Sherwood	Brent VanKoeveking
Patricia C. Arnell	Craft Galyen	Ben & Olivia Kirchner	Pascua Yaqui Tribe	Lucinda Smidley	Robert Wang
Len Ncoll & Tai Adletta	Frank R. Garcia	Stella Kondomafatos	Roger Pease	Corey Smith	James Weaver
Stacy Barnett	GBP Risk Solutions	Kroger	Bonnie Perlm	Alfred Spalding	Keith Wileyard
Jane C. Beaver	Nicholas W. Genematas, II Foundation	Ashleigh Krak	Rick Peller	Special Needs Project	Mark Willis
SK & A Janitorial	Donna Gilleire	Cindy Legg	MaryAnn Penzar	Stacey Spink	The Wings Like Eagles Foundation
Danny Blake	Michael Goldsmith	Edward Leyba	Pima County Human Resources	Joseph Stewart	Douglas & Patricia Wyke
Larry Blake	Bionic Design	Long Realty Cares Foundation	Pima Prevention Partnership	Stone Canyon Community Foundation	
Blue Cross Blue Shield	Johnse Good	Linda Lopez	John Polsgrove	Sunlit Foundation	
Blue Willow Restaurant	Graham Greene Association of Realtors	Loritt & Touché	David Charles Preston, CPA, PC	Ray & Elfrida Suttles	
Carl & Jean Boesewetter	Dina Green	Main Street Executive & Employee Benefits, LLC	Christi Priewe	Hale & Holly Thomas-Hilburn	
Borderlands Brewing Company	Green Valley Glass	Doug & Laura Mance	Jim Putty	Thunder Mountain Moose Lodge #2475 - Loyal Order of Moose	
Brinker International	Andrea Gutierrez	Thomas & Lynne Mangold	QuikTrip Corporation	Patrick & Jacqueline Torrez	
Kathleen Brown	Mitch Gutierrez	Lisa Gwin	Raytheon	Donald & Diane Trout	
Ron Brown	Gary D. Drill	Andrew Martin	Kate Richter	Tucson Realtors Charitable Foundation	
Elizabeth Bruce	Charles & Carrie Durham	David Martin	Law Office of Kay Richter		
Ryan J. Bruce	Edward & Paula Dwornicki	Daniel Healey	Bryant & Nadia Riegel		
Susan Bruce	Susan Eck	Michael & Sharon Hedges-Owen	Mel & Joann Rivers	Strickland Tudor	
Bruce & Company	David & Donna Ellington	Rosanne Holly	Carina Melero	Jennifer E. Turner	
Richard & Andrea Fanchola	Empire Machinery	Hughes Federal Credit Union	Meredith's Hallmark Shop	John Turner	
Caremore Health System	Enterprise Holdings Foundation	IntellITECH Communications Group	Marilee Meyer	Julian & Aimee Turner	
Stuart Carey, Sr.	Matthew Ewing	Amy Jaffe	Edward Moore	United Way of Cochise County	
Grace D. Comthers	Express Scripts Foundation	Kola Baroff	Howard V. Moore Foundation	David & Melissa Seldorf	
Guy Carter	Albert & Ann Ferguson	Glen Jenkins	The Safeway Foundation	The Safeway Foundation	
Casino del Sol Resort	Fidelity Charitable Gift Fund	Rodney Jig and Nina Trasoff	Glenn & Johanna Moyer	Safford Lions Foundation, Inc.	
Matt Chapman	Pete Finley	Jim Click Automotive Team	Kam & Alice Naser	United Way of Graham County	
Chapman Automotive Group	Linda Fore	JK & K Services, LLC	Matt Neely	United Way of Tucson & Southern Arizona	
Eric & Cary Chatfield-Hahn	First Nonprofit	Kendra Johnson	Michael & Elizabeth Sampsel		
John & Debbie Clark					

\*This list represents donors who made a gift of \$150 or above from July 1, 2014 through June 30, 2015.  
We appreciate everyone who supported us at all levels.

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We appreciate everyone who supported us at all levels.

## ANNUAL FUNDRAISING EVENTS



**COOKING WITH THE STARS**



**SPRING GOLF CLASSIC**



**WALK • RUN • ROLL**



*Wheels for Easter Seals*

### **34<sup>TH</sup> ANNUAL EL TOUR DE TUCSON**

**Presented by Casino Del Sol Resort**

benefiting Easter Seals Blake Foundation  
being held

November 19, 2016

Register at [www.Wheels4EasterSeals.com](http://www.Wheels4EasterSeals.com)

Founded in 1983, El Tour de Tucson is Perimeter Bicycling's flagship event and the largest Perimeter bicycling event in America. Held annually the Saturday before Thanksgiving, El Tour attracts over 9,000 cyclists of all ages and abilities from around the United States and beyond. Southwest Airlines' in-flight magazine, Spirit (June 2001) named El Tour de Tucson one of the premier organized rides in United States. Bicycling Magazine ranked El Tour as one of the top three fundraising rides in the country (October 2002) and the best in cycling in November (2010). Since 2005, Perimeter Bicycling has produced an annual Downtown Fiesta on El Tour day, bringing together cyclists and members of the greater Tucson community for a celebration of art, health and fitness.



Board of Directors	Members
President – Autumn van den Berg	danny Blake
Vice-President – MaryAnn Penczar	Linda Fiore
Secretary – Brent Van Koevering	Michael Goldsmith
Treasurer – Lindy Core	Dina Green
Past President – Betsy Bruce	Edward P. Leyba
	James Maina
	Eric Meyers

## **WE ALL OWN THE FUTURE OF OUR MISSION, AND YOU CAN HELP!**

1. **Learn**      Experience our mission with a tour or participate in an event.
2. **Invest**      Join our cause by making a personal gift.
3. **Share**      Be an advocate for our cause! Share our story and invite a friend to experience our mission.
4. **Sustain**      Be a lifelong partner and consider including us in your estate plans



**Easter Seals Blake Foundation**

(520) 327-1529

[www.blakefoundation.easterseals.com](http://www.blakefoundation.easterseals.com)

*This institution is an equal opportunity provider and employer.*

## OUR IMPACT

We'd like to tell you a story about Jane, one of the wonderful girls we have the chance to work with at Campo Urbano.

Jane developed a routine every week after school she'd meet her mentor and they'd go to Campo Urbano to look at the animals and talk about Jane's school day and family life. The ranch became a sanctuary for Jane.

After five months of coming to the ranch, Jane's world was turned upside down. She was taken out of her home, and for her safety not allowed to speak with her parents.

When Jane's mentor found out, she rushed to Jane's temporary house to provide comfort & some consistency for the 13 year-old. Jane's mentor asked Jane if she wanted to go anywhere to get some air. Jane said "the ranch".

Jane's story is one of many like hers. When youth in Tucson face traumatic upheavals, the ranch at Campo Urbano provides them a place of safety and comfort.

Through the programs at Campo Urbano youth develop consistency, companionship & belonging through experiential learning, equine therapy, & eco-psychology.

The change is visible when youth come to the ranch & pet a horse for the first time. She smiles & stands taller. If only for an hour, she is able to rebound from the pressures of her world.

CONNECT WITH US  
520.743.0151 • [www.campourbano.org](http://www.campourbano.org)  
Facebook • [lucsoncampourbano](https://www.facebook.com/lucsoncampourbano)  
Twitter • @CampodelOeste  
Pinterest • [campourbano](https://www.pinterest.com/campourbano/)

## SERVICES @ CAMPO URBANO

### SUPPORTED EMPLOYMENT

We assist adults with developmental disabilities reach employment goals. By working closely with job coaches, Ranch Hands gain valuable work experience in animal husbandry, green vocations, & landscaping.

### YOUTH PROGRAMS

Our innovative outdoor youth programs have been recognized nationally. As an alternative to traditional talk therapy, youth & families can choose from individual & group services including equine assisted therapy, eco-therapy, & play therapy.

### COMMUNITY WORKSHOPS

Community involvement is key to our goals. We offer workshops throughout the year, equine assisted team building, winter harvesting, natural horse care, & more.

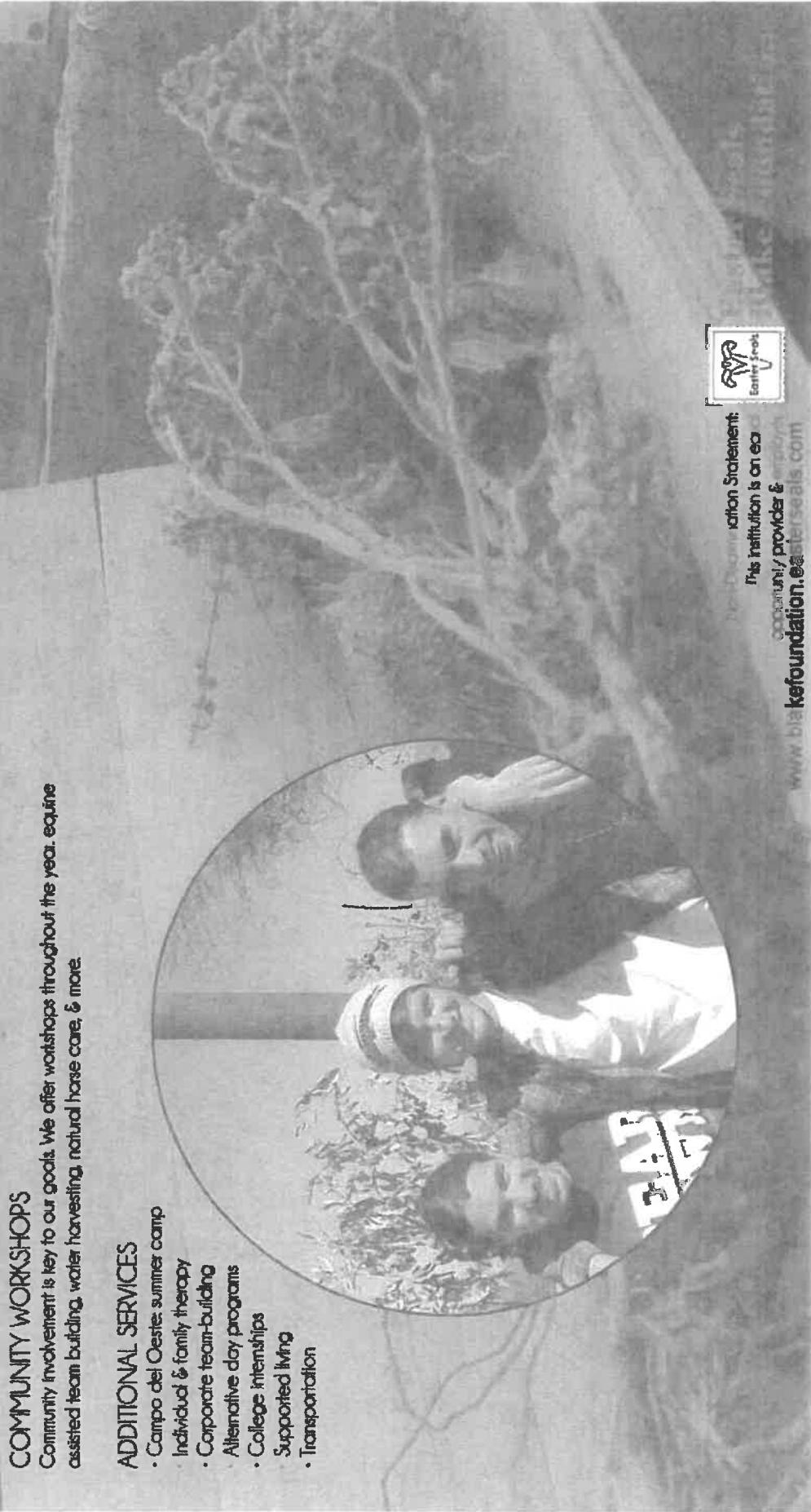
### ADDITIONAL SERVICES

- Campo del Oeste: summer camp
- Individual & family therapy
- Corporate team-building
- Alternative day programs
- College internships
- Supported living
- Transportation



A DIVISION OF EASTER  
SEALS BLAKE FOUNDATION

Campo Urbano is a program of SAGE where our mission is to help individuals become full & active participants in our community.



Equal Opportunity Statement:

This institution is an equal opportunity provider &

www.blakefoundation.org





# SAGE Community Services

a division of  
Easter Seals Blake Foundation

Easter Seals  
Blake Foundation



332 S. Convent Ave.  
Tucson, AZ 85701  
Community Services (520) 622-3933

Our mission is to help individuals  
become full & active participants  
in school, work & community.

## SERVICES offered by SAGE Community Services

**Alternative Day Supports** – Develops opportunities for community inclusion, increased independent living skills, & natural supports.

**Supported Living** – Supports individuals to promote independent living by assisting where needed in all aspects of one's life.

**Transportation** – Empowers individuals to fully participate in community services, treatment programs, & employment opportunities.

**Attendant Care** – Assists individuals living independently or with families/caregivers meet care needs & home management.

**Community Day Program** – Fosters community involvement through leisure, on-site, & volunteer activities.

**Supported Employment** – Creates employment opportunities in an integrated community setting for meaningful employment in a chosen career.

Project SEARCH – Partners with Sonoran UCEDD & UAHN to provide young adults with hospital internships to build skills & resumes.

Behavioral Health Services – Therapists and family support specialists offer a variety of therapeutic modalities for adults, youth, & their families, including equine assisted & progressive relaxation therapy.

Respite – Gives caregivers time to recharge by encouraging individuals to make choices about daily activities, & assisting with daily care needs.

We have programs located throughout Southern Arizona. Please contact us for services available in your area.

520.622.3933

Non-discrimination Statement:  
This institution is an equal opportunity provider and employer.  
[www.eastseas.com/blakefoundation](http://www.eastseas.com/blakefoundation)



## EASTER SEALS BLAKE FOUNDATION

### DERECHOS DEL CLIENTE Y PROCEDIMIENTOS DE QUEJAS

Usted está participando en los servicios de Easter Seals Blake Foundation para un menor de edad. Su hijo es considerado como el cliente de Easter Seals Blake Foundation. Como parte de los servicios de salud mental proporcionados a usted, usted tiene ciertos derechos que incluyen: el derecho a ser tratados con dignidad, respeto y consideración, a no ser discriminado por su raza, origen nacional, religión, género, orientación sexual, edad, discapacidad, estado civil, el diagnóstico, o fuente de pago, reciba el tratamiento que apoya y respeta su individualidad, las opciones, las fortalezas y habilidades, que apoya su libertad personal y sólo se restringe de acuerdo a una orden judicial, por su consentimiento, o según lo permitido por los códigos de estado administrativo, y se presenta en el ambiente menos restrictivo que satisfaga sus necesidades de tratamiento.

No se le puede prohibir el ejercicio de sus derechos civiles a menos que haya demostrado ser incompetente por la ley o de un tribunal de jurisdicción competente ha determinado que usted es incapaz de ejercer un derecho específico o categoría de derechos. Usted tiene derecho a presentar quejas a funcionarios del Organismo y las quejas de entidades externas y otras personas sin restricciones ni represalias, tener quejas examinadas por Easter Seals Blake Foundation de una manera justa, oportuna e imparcial, para buscar, hablar, y ser asistido por un defensor de su elección, por su propia cuenta; Para recibir la asistencia de un miembro de la familia, representante designado, o cualquier otra persona en el entendimiento, la protección o el ejercicio de sus derechos;

Usted tiene el derecho de que su información y registros sean confidenciales y se entreguen exclusivamente de acuerdo a lo establecido en R9-20-211 (A) (3) y (B);, a la intimidad en el tratamiento, incluyendo el derecho a no tomar las huellas digitales, fotografía o ser grabado sin el consentimiento general, con excepción de:

Para fotografiar o para fines de identificación y administrativa, según lo dispuesto por el ARS § 36-507 (2);

o Para un cliente que recibe un tratamiento de acuerdo con ARS Título 36, Capítulo 37;

o Para las grabaciones de video utilizada para propósitos de seguridad que se mantienen sólo con carácter temporal, o lo establecido en el R9-20-602 (A) (5);

A ser informado de todas las cuotas que deben pagar y de las políticas de reembolso de la agencia y los procedimientos antes de recibir un servicio de salud mental, a excepción de un servicio de salud mental prestados a un cliente que experimenta una situación de crisis;

Para recibir una explicación verbal de su condición y el tratamiento propuesto, incluyendo el resultado esperado, la naturaleza del tratamiento propuesto, los procedimientos implicados en el tratamiento propuesto, los riesgos o efectos secundarios del tratamiento propuesto y las alternativas al tratamiento propuesto;

Para ser ofrecidas o referencia para el tratamiento especificado en su plan de tratamiento;

Para recibir una referencia a otra agencia, si el organismo no es capaz de proporcionar un servicio de salud mental que usted solicite o que se indica en su plan de tratamiento;

Para dar un consentimiento general y, si procede consentimiento informado para el tratamiento, rechazar el tratamiento o retirar el consentimiento general o informado para el tratamiento, a menos que el tratamiento ordenado por un tribunal de acuerdo con ARS Título 36, Capítulo 5, es necesaria para salvar su vida o su salud física, o se proporciona de acuerdo con ARS § 36-512;

Estar libre de:

a. Abuso;

b. Negligencia;

c. Explotación;

d. La coerción;

e. Manipulación;

f. Represalia por presentar una queja ante el Departamento u otra entidad;

g. Ser dado de alta o trasladado, o la amenaza de una descarga o transferencia, por razones ajenas a las necesidades de tratamiento del cliente, salvo lo establecido en un acuerdo de pago firmado por el cliente o el padre del cliente, tutor, custodio o agente;

h. Tratamiento que implica la negación de;

i. Alimentos,

ii. La oportunidad de dormir, o

iii. La oportunidad de usar el baño, y

iv. Restricción o reclusión, de cualquier forma, que se utiliza como medio de coerción, disciplina, conveniencia o represalia;

Para participar o, en su caso, para que los padres del cliente, tutor, custodio o agente participen en las decisiones de tratamiento y en el desarrollo y la revisión periódica del plan de tratamiento del cliente por escrito;

Para el control de sus propias finanzas, salvo lo dispuesto por el ARS § 36-507 (5);

Participar o no participar en actividades religiosas;

Para negarse a realizar el trabajo para una agencia, a excepción de las actividades de limpieza y actividades para mantener la salud y la higiene personal;

Para ser indemnizado conforme a la ley estatal y federal de mano de obra que beneficia a todo el organismo y que no forma parte de su plan de tratamiento.

Participar o no participar en la investigación o el tratamiento experimental;

Para dar su consentimiento informado por escrito, se niegan a dar su consentimiento informado, o retirar su consentimiento informado para participar en la investigación o tratamiento que no es un tratamiento profesional reconocido;

Para negar a reconocer la gratitud a la agencia a través de declaraciones escritas, otros medios de comunicación, o charlas en reuniones públicas;

Para recibir servicios de salud mental en un centro libre de humo, aunque se pueda permitir fumar fuera de las instalaciones

#### QUEJAS / Quejas Póliza y Procedimiento

Si usted cree que sus derechos han sido violados, puede presentar su queja por escrito al director de Easter Seals Blake Foundation, 332 S. Convent Avenue, Tucson, AZ 85701. Si tiene preguntas, puede comunicarse con el director de Easter Seals Blake Foundation (520) 622 a 3933. Para presentar reclamos informales serán en una reunión entre el cliente, el terapeuta y el Director como señalado en la nota el progreso. Los arreglos para una reunión informal deben ocurrir dentro de tres días de la queja y una reunión de resolución a cabo dentro de dos semanas. Todos los intentos se harán para hacer frente a quejas de los clientes con una resolución óptima. Se mantendrá la confidencialidad. Si no podemos resolver su problema, también tienen derecho a presentar una queja con la Asociación Comunitaria del Sur de Arizona (CPSA). Para presentar una queja oral: Llame a Servicios para Miembros al 1-800-771-9869 CPSA. Para presentar una queja por escrito: correo de la queja a la Asociación Comunitaria del Sur de Arizona (CPSA) Servicios para Miembros al 535 N Wilmot Road, Suite 201, Tucson, Arizona 85711.

La calidad de su atención no se verá comprometida ni se le penalizará por presentar una queja. Easter Seals Blake Foundation está prohibido de discriminar contra cualquier persona que presente una queja o que participa en una Investigación de Salud Mental.



Easter Seals Blake Foundation

**Ley de Portabilidad y Responsabilidad de Seguros (HIPAA)  
AVISO DE PRÁCTICAS DE PRIVACIDAD**

**ESTE AVISO DESCRIBE COMO SU INFORMACION MEDICA PUEDE SER UTILIZADA Y REVELADA Y COMO USTED PUEDE OBTENER ACCESO A ESTA INFORMACIÓN. POR FAVOR LEA CON CUIDADO.**

Easter Seals Blake Foundation entiende que su información médica y su salud son personales. Estamos comprometidos a proteger su información médica. Easter Seals Blake Foundation crea un registro de información médica acerca del cuidado y servicios que reciba durante su inscripción. Necesitamos esta información médica para brindarle atención de calidad y para cumplir con ciertos requisitos legales. Este Aviso de prácticas de privacidad se aplica a su información médica generada y / o mantenidos por Easter Seals Blake Foundation.

Este aviso le dirá sobre las maneras en que podemos usar y divulgar su información médica. También describe sus derechos y ciertas obligaciones que tenemos con respecto al uso y divulgación de su información médica.

Easter Seals Blake Foundation está obligado por ley a:

- Asegurarse de que la información médica que lo identifica se mantenga privada
- Asegurarse de que se le de aviso de nuestros deberes legales y prácticas de privacidad con respecto a su información médica
- Asegurarse de que Easter Seals Blake Foundation cumpla con los términos de la notificación de prácticas de privacidad que está actualmente en efecto.

**COMO PODEMOS USAR O DIVULGAR INFORMACIÓN MÉDICA**

A continuación se describen diferentes maneras en que podemos usar y divulgar su información médica. Si usted recibe servicios para la evaluación o el tratamiento de abuso de sustancias o condiciones del Virus de Inmunodeficiencia Humana (VIH) se aplican normas específicas para el uso y divulgación de información relacionada con esos servicios. Por favor refiérase a la sección de información sobre sustancias de abuso y de la Salud información sobre el VIH para las reglas.

**Para el tratamiento** Podemos utilizar su información médica para brindarle tratamiento de salud mental o servicios. Podemos revelar su información médica a los psiquiatras, su médico de atención primaria, enfermeras, terapeutas, administradores de casos u otros profesionales de salud mental que están involucrados en su cuidado. Por ejemplo, un psiquiatra que lo trata puede necesitar saber si usted tiene alergias a ciertos medicamentos psicotrópicos. El psiquiatra puede ponerse en contacto con su médico de atención primaria para obtener esa información. Diferentes departamentos de Easter Seals Blake Foundation también pueden compartir su información médica para organizar los servicios que pueda necesitar. Los diferentes departamentos de la red también pueden compartir su información médica a fin de coordinar los servicios que necesita, tales como medicamentos, terapia o manejo de casos. Si usted está en la cárcel, Easter Seals Blake Foundation podrá compartir su información médica con el personal médico necesario para coordinar su atención médica continua.

**Para el pago** Podemos usar y divulgar su información médica para que el tratamiento y servicios que recibe puedan ser facturados y el pago pueda ser recogido a partir de adecuados pagadores, como una compañía de seguros o un tercero.

**ESTE FORMULARIO DEBERÁ SER ENTREGADO AL CLIENTE**

**Para Operaciones de Cuidado de la Salud** Podemos usar y divulgar su información médica para las actividades de negocio de Easter Seals Blake Foundation. Estos usos y revelaciones son necesarios para el funcionamiento administrativo y para asegurar que nuestros miembros reciban atención de calidad. Por ejemplo, podemos utilizar su información médica para revisar nuestros servicios y para evaluar nuestro desempeño en el cuidado de usted. Podemos combinar la información médica acerca de muchos miembros para decidir qué servicios adicionales Easter Seals Blake Foundation debe ofrecer, qué servicios son necesarios y si ciertos tratamientos nuevos son efectivos. Podemos usar y divulgar su información médica para evaluar el cumplimiento de Easter Seals Blake Foundation con el Departamento de Salud de Arizona, AHCCCS, o la Comisión Conjunta de Acreditación de las normas de salud. Por ejemplo, esta revelación puede ser necesaria para evaluar la calidad de los servicios que ofrecemos o para resolver un problema específico de tratamiento que usted ha planteado.

**Las personas involucradas en su atención.** Podemos revelar su información médica a un miembro de la familia que participa activamente en su cuidado y tratamiento según lo permitido bajo la ley estatal de Arizona y de acuerdo con la póliza y procedimiento de Easter Seals Blake Foundation. Esta información es limitada y no será revelada sin antes obtener su autorización por escrito.

**ABUSO DE SUSTANCIAS** Información de salud. Toda la información médica en relación con el abuso de sustancias es estrictamente confidencial y se entregará exclusivamente en conformidad con los requisitos de la ley federal (42 USC 290dd-3 y 42 USC 290ee-3) y regulación (42 CFR parte 2). Divulgación de cualquier información médica de alcohol o abuso de sustancias de referencia sólo se podrá hacer con su autorización por escrito. Una autorización general para la liberación de información médica u otra no es suficiente para este propósito.

**Información sobre el VIH.** Toda la información médica en relación con el VIH se mantiene estrictamente confidencial y se entregará exclusivamente en conformidad con los requisitos de la ley estatal (ARS 36-664). La divulgación de cualquier información médica referencia estatus de VIH sólo se puede hacer con su autorización por escrito. Una autorización general para la liberación de información médica u otra no es suficiente para este propósito.

**CIRCUNSTANCIAS ESPECIALES** Las leyes federales y estatales permiten o requieren que Easter Seals Blake Foundation divulgue su información médica en ciertas circunstancias especiales que incluyen, pero no se limitan a, las situaciones descritas a continuación.

**Salud pública (salud y seguridad para usted y / u otros).** Podemos revelar su información médica para actividades de salud pública. Podemos utilizar y divulgar su información médica a una autoridad de salud pública, cuando sea necesario, para prevenir una amenaza grave para su salud y seguridad o la salud y la seguridad del público u otra persona. Estas actividades generalmente incluyen lo siguiente:

- Para prevenir o controlar enfermedades, lesiones o discapacidades
- Para reportar nacimientos y muertes
- Para reportar abuso o negligencia infantil
- Para reportar reacciones a medicamentos
- Para notificar a la gente acerca de los medicamentos que puedan estar usando
- Notificar a una persona que pueda haber estado expuesta a una enfermedad o puede estar en riesgo de contraer una enfermedad
- Para evitar una amenaza grave para la salud o seguridad de una persona o del público
- Notificar a la autoridad gubernamental apropiada si creemos que un miembro ha sido víctima de abuso, negligencia o violencia doméstica. Vamos a hacer esta revelación cuando sea requerido o autorizado por la ley

**La Investigación.** Bajo ciertas circunstancias limitadas, podemos utilizar y divulgar su información médica para fines de investigación. Por ejemplo, un proyecto de investigación puede implicar el cuidado y la recuperación de todos los miembros que reciben un medicamento para la misma condición. Todos los proyectos de investigación están sujetos a un proceso especial de aprobación. Obtendremos su autorización por escrito si el investigador usa o divulgar su información médica.

**Actividades de supervisión de salud** Podemos revelar su información médica a una agencia de supervisión sanitaria para actividades autorizadas por la ley. Estas actividades de supervisión pueden incluir auditorias, investigaciones, inspecciones y licencias. Estas actividades son necesarias para que el gobierno controle el sistema de salud del comportamiento, los programas gubernamentales y el cumplimiento de las leyes de derechos civiles.

**ESTE FORMULARIO DEBERÁ SER ENTREGADO AL CLIENTE**

**Demandas y Disputas.** Si usted está involucrado en una demanda o acción legal, podemos revelar su información médica en respuesta a una orden válida o una orden administrativa, una citación, una solicitud de descubrimiento u otro proceso legal que cumple con la ley estatal y las pólizas y procedimientos de Easter Seals Blake Foundation.

**Aplicación de la Ley.** No se puede revelar su información médica a un oficial de la ley, excepto en respuesta a una orden judicial, citación, o proceso legal similar que cumpla con la ley estatal y las pólizas y procedimientos de Easter Seals Blake Foundation

**Forenses, Examinadores Médicos y Directores de Funerarias** Podemos revelar su información médica a un forense o examinador médico. Esto puede ser necesario para la identificación o para determinar la causa de la muerte. También podemos revelar su información médica a directores de funerarias para que puedan llevar a cabo sus funciones.

**Seguridad Nacional y Actividades de Inteligencia** Podemos revelar su información médica a funcionarios federales autorizados para inteligencia, contrainteligencia y otras actividades de seguridad nacional autorizadas por ley.

**Servicios de Protección para el Presidente y otros** Podemos revelar su información médica a funcionarios federales autorizados para que puedan brindar protección al Presidente u otras personas autorizadas.

**Conforme a la ley.** Podemos revelar su información médica cuando sea requerido por ley federal, estatal o local.

### **Sus derechos respecto a la información médica sobre usted:**

**Derecho de acceso.** Usted tiene el derecho de inspeccionar y copiar información médica que puede ser utilizada para tomar decisiones sobre su cuidado. Para inspeccionar y copiar su Información de contacto médico de Easter Seals Blake Foundation Oficial de Privacidad. Si usted solicita una copia de la información, puede recibir una copia cada año, sin costo alguno. Para copias adicionales durante el mismo año, se le puede cobrar una cuota por el costo de copiar, enviar u otros suministros asociados con su solicitud. Su solicitud de inspeccionar y copiar su información médica puede ser negada en ciertas circunstancias limitadas. Si se le niega el acceso a todo, o parte, de su información médica, usted puede solicitar que se revise la denegación. Información sobre cómo iniciar el proceso de revisión se presentará por escrito en el momento de toda denegación de acceso a su información médica.

**Derecho a enmendar.** Si usted siente que su información médica es incorrecta o incompleta, puede pedirnos que enmendemos la información. Usted tiene el derecho de solicitar una enmienda durante el tiempo que su información médica se mantiene por Easter Seals Blake Foundation. Para solicitar una enmienda, su petición debe hacerse por escrito y presentarse al Oficial de Privacidad de Easter Seals Blake Fundación. Usted debe proporcionar una razón que apoye su petición. Podemos negar su solicitud si usted nos pide enmendar información que:

- No fue creada por nosotros, a menos que la persona o entidad que creó la información ya no está disponible para hacer la enmienda;
- No es parte de la información médica mantenida por o para Easter Seals Blake Foundation
- No es parte de la información médica que se le permite inspeccionar o copiar, o
- Es correcta y completa.

**Derecho a una Contabilidad de Revelaciones** Usted tiene el derecho de solicitar una contabilidad de las divulgaciones de su información médica. Esta es una lista de revelaciones que hicimos de su información médica a otras personas fuera de Easter Seals Blake Foundation. El informe no incluye información revelada como parte de las operaciones de tratamiento, pago, o la salud. El informe no incluye revelaciones que fueron autorizadas por usted por escrito. Para solicitar este registro, usted debe presentar su solicitud por escrito al Oficial de Privacidad de Easter Seals Blake Foundation. Su solicitud debe indicar un período de tiempo para el registro que no puede ser superior a seis años y no puede incluir fechas antes de Abril 14 de 2003.

**Derecho a solicitar restricciones.** Usted tiene el derecho a solicitar una restricción en la información médica que usamos o revelamos acerca de usted. No estamos obligados a aceptar su solicitud. Si estamos de acuerdo, cumpliremos con su solicitud, a menos que la información sea necesaria para proporcionarle tratamiento de emergencia. Para solicitar una restricción, usted debe hacer su solicitud por escrito al Oficial de Privacidad de Easter Seals Blake Foundation. En su solicitud, usted nos debe decir qué información desea limitar ya quién desea que se aplique la restricción.

**ESTE FORMULARIO DEBERÁ SER ENTREGADO AL CLIENTE**

**Derecho a solicitar comunicaciones confidenciales** Usted tiene el derecho de solicitar que nos comuniquemos con usted sobre asuntos médicos de cierta manera o en cierto lugar, si usted cree que va a ser de otro modo en peligro de extinción. Por ejemplo, usted puede pedir que nos comuniquemos con usted en un número de teléfono o dirección. Para solicitar comunicaciones confidenciales, usted debe hacer su petición por escrito al Oficial de Privacidad de Easter Seals Blake Foundation. Tendremos en cuenta todas las solicitudes razonables. Su solicitud debe especificar cómo o dónde desea ser contactado.

**Derecho a una copia impresa de este aviso.** Usted tiene el derecho a una copia impresa de este aviso de privacidad. Usted puede pedirnos que le demos una copia de este aviso de privacidad en cualquier momento que lo soliciten al Oficial de Privacidad de Easter Seals Blake Foundation.

#### **CAMBIOS A ESTE AVISO**

Easter Seals Blake Foundation se reserva el derecho de cambiar este aviso. Easter Seals Blake Foundation se reserva el derecho de hacer la revisión efectiva de la información médica que Easter Seals Blake Foundation ya tenga sobre usted, así como cualquier información que se recibe después de la revisión. Easter Seals Blake Foundation publicará una copia de este documento en su oficina principal y en su sitio web. El aviso contendrá la fecha efectiva en la parte inferior de cada página. Easter Seals Blake Foundation le hará consciente de las revisiones mediante la publicación del aviso revisado en todas las ubicaciones anteriores.

#### **QUEJAS**

Si usted cree que sus derechos han sido violados, puede presentar su queja por escrito al director de Easter Seals Blake Foundation, 332 S. Convent Avenue, Tucson, AZ 85701. Si tiene preguntas, puede comunicarse con el director de Easter Seals Blake Foundation (520) 622-3933. Reclamos informales serán entre, el cliente, el terapeuta y la dirección en una reunión como señala la nota de progreso. Arreglos para una reunión informal debe ocurrir dentro de tres días de la queja y una reunión de resolución a cabo dentro de dos semanas. Todos los intentos se harán para hacer frente a quejas de los clientes con una resolución óptima. Se mantendrá la confidencialidad. Si no podemos resolver su problema, también tienen derecho a presentar una queja con la Asociación Comunitaria del Sur de Arizona (CPSA). Para presentar una queja oral: Llame a Servicios para Miembros al 1-800-771-9889 CPSA. Para presentar una queja por escrito: correo de la queja a la Asociación Comunitaria del Sur de Arizona (CPSA) Servicios para Miembros al 535 N Wilmot Road, Suite 201, Tucson, Arizona 85711.

La calidad de su atención no se verá comprometida ni se le penalizará por presentar una queja. Easter Seals Blake Foundation está prohibido de discriminar contra cualquier persona que presente una queja o que participe en una investigación de Salud Mental en contra de ella.

#### **OTROS USOS Y REVELACIONES**

Otros usos y divulgaciones de su información médica no cubierta por esta notificación se harán sólo con su autorización por escrito. Si usted nos proporciona con la autorización por escrito para usar o divulgar su información médica, usted puede revocar esa autorización, por escrito, en cualquier momento. Si usted revoca su autorización, Easter Seals Blake Foundation ya no podrá usar o divulgar su información médica por las razones contempladas en la autorización. Easter Seals Blake Foundation y su red de proveedores no pueden retirar las divulgaciones previamente autorizadas.

**ESTE FORMULARIO DEBERÁ SER ENTREGADO AL CLIENTE**