

*Associazione
Loïc Francis-Lee*

*Presidio Sanitario “Casa Loïc”
per attività di Riabilitazione semiresidenziale,
ex art.26, L.833/78,
(Accreditato S.S.R., DCA n. 380/2013)*

Essential Information



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“Casa Loic”

Health Centre for rehabilitation activities (article **26 L.833/78**) partly residential for people with disabilities in need of high medium level of assistance (SD4)

Contacts

Day care facility “casa Loic”

Address: via Grottafonda 12, Capena (Roma)

Phone: 06 9032850

Secretary’s Office

Address: Via Provinciale Roma 16, Capena

☐ Phone: 06 9033833

☐ FAX: 06 90372020

How to reach Casa Loic from Rome

By Public Transport: take the train from Pzale Flaminio, direction Saxa Rubra; continue by Cotral bus for Capena (bus timetable info phone 06/3328331)

By Car:

Through via Tiberina: from Prima Porta take the via Tiberina to Capena for about 13km. At the roundabout take the third exit for Morlupo. After about 4km follow the signs for “casa Loic”.

Through motorway: Take the A1 motorway and exit at Castelnuovo di Porto and follow for via Tiberina. At the roundabout take the third exit for Morlupo. After about 4km follow the signs for “casa Loic”.

Timetable

The rehabilitation activity takes place in the Day care Centre from Monday to Friday, from 8:45 AM to 3:30 PM and on Thursday from 8:45 AM to 1:30 PM.

Staff and health workers meetings take place on Thursday from 2:30 PM to 6:30PM.

The centre offers mid morning snack and lunch as there is a fully functioning and authorized kitchen and canteen.

The secretary’s office is open to the public from Monday to Friday, from 10 AM to Midday.

Procedures to take charge

The procedures ruling the admission process for the Day care facilities are:

1 - The secretary's office gives the first information by phone or in person in the Association's offices. In this occasion, after hearing the families requests, in addition to the association's own rules we explain the services we provide both semi-residential and residential, the social ones, the possible specialists visits to evaluate medical conditions, the rehabilitation interventions and our applied methodology.

Furthermore we provide the *Services' booklet* and the *Informed Consensus Manual* and, eventually, we compile the **request module** (the module is to be found in the Secretary's office) with all the information needed to take charge (date, surname and name, age, diagnosis, referring doctor, request type, municipality, referring A.S.L. (public health clinic), telephone, schooling, treatments both done and in progress) with relative authorisation for usage of sensitive data.

The Doctor in charge, the Social worker and the aid workers coordinator evaluate the information collected; they book the first visit needed to make the evaluation and listen to the conditions expectations and needs of the patient and/or the family and verify the possibilities of placement according to the S.S.N. arrangements.

We inform patients and their families about their rights, responsibilities and possible fallouts that derive from refusing or interrupting without previous arrangements the medical rehabilitation treatment.

We inform the patient's family about expected waiting period and client's **obligations**: these, according to the current law, are relative to the payment of a membership fee (about 30% of the Regione Lazio 's fee for treatments in maintenance scheme, to be charged to the client, if his/her annual revenue reported in the ISEE certificate (given by the INPS) is over € 13,000, or his Municipality of Residency.

If there are no places available in the centre at the time of request, the name will be put down on our **waiting list**.

If there is availability of an authorized and accredited place, and of placement of the patient, the **Physician Director in charge of the centre "Casa Loic"** gets in touch and involves the **Physician in charge of the "Disabled Adult Service" of the ASL** by phone or in person (by appointment).

This last one, after the informative meeting, authorizes **the opening of the Rehabilitation Project and the taking-over by the Regional Health Service.**

Before the introduction, we make a initial evaluation and define a trial period, useful to verify the intervention and which includes the informed approval and involvement of the family in the decision- making processes of the treatments.

After the approval of the placement request for the day care facility, it is required by the statute the signing up to the Association by one of the parents/carer or by the disable patient himself, together with the payment of the annual social fee (of €500 as determined by the CDA).

We also ask for a contribution in a voluntary form by the families for the Association's Solidarity Fund, for financing the extra activities:

1. Transport (if not provided by the ASL)
2. Music Therapy
3. Painting and plastic arts
4. Artistic Eurythmy

In case we cannot offer any placement we offer to the user a list of possible other Centres available in the surrounding area, according to his/her needs and in any case we ensure contact with the external structures involved in social care.

Facilities' mode of operation

Casa Loic's Laboratories

We provide educational, psychological and artistic interventions.

Educational interventions

- i. **Weaving** – This activity includes mostly working on the weaver but also several preparation and accessory activities (wool washing, carding, spinning, preparation of the warp etc.)
- ii. **Candles** – Elaboration and production of candles made with pure beeswax, following the immersion method
- iii. **Carpentry and forestry** – In the space next to the candle lab we arranged a small wood laboratory, where we refined and restore small wood artefacts with simple tools and under supervision of aid workers. The outside workshop includes wood cutting and arranging and embellishment of the garden, and the care of a seasonal vegetable garden.
- iv. **Recreational Activities** – alongside the educational work in all workshops we organize outdoor activities: forest walks, games, visit to animals in the field (horses, sheep, donkey)

Psychological interventions

We organize psychological counselling both individual and in group, and theatre therapy to help the users to express themselves and elaborate their life story, all directed by a qualified aid worker specialised in psychology and psychotherapy.

Interventions for expressive and artistic rehabilitation

- i. *Coir singing and listening*, with all the group of users and aid workers

- ii. *Drawing, painting and modelling* in a timetable scheduled at the beginning of the year
- iii. *Physical Education*, in groups of 7/8 users, scheduled weekly

REPORTS AND COMPLAINTS

The Association guarantees the protection of the citizen also through the possibility for the last to file a complaint for a disservice, action or behaviour that limited or impeded the normal functioning of the service, or to send notice of non-compliance with rules, regulations and rights of the users.

Office responsible

All complaints must be presented to the Secretary's Office.

The office is in Via Grottaponga, 16 - Capena

Phone: 069033833.

Fax: 0690372020

Open to the public on Tuesday and Friday from 9:30 AM to Noon.

Mode of presentation for the complaint

The citizen/user can file a complaint directly in person at the office, explaining orally their observations, or by completing the application form available at the Secretary's office, non anonymous and leaving it to the same Office in the hours opened to public.

Complaints' feedback

The Association Directorate, in the responsible persons, will provide written answer to complaints and observations in a maximum of 30 days after receiving notice and information on the case.

