

Care Ministries Handbook

Abundant Life Community Church

Care Ministries

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PREFACE

As a result of increased longevity, our society and churches face a major demographic shift. In recognition of both the responsibility and opportunity this presents for church congregations, Abundant Life Community Church is launching its Care Ministries. Our ministries encourage examination of the needs within the congregation and determination of how already established ministries are meeting the needs of mature adults in the areas of transportation, nutrition, wellness, personal support (friends), management of household affairs (handy helpers), spiritual care and education. Guidance is provided as to how to meet discovered needs. The ministries encourage members of all generations, especially mature adults, to volunteer their gifts. Written tools are included to assess the needs of mature adults and the gifts of volunteers.

MISSION STATEMENT

Abundant Life Community Church Care Ministries promote mature adult life fulfillment in areas spiritual, educational, and functional.

INTRODUCTION

In the United States population from 1999 until 2020, the 65 to 74 years age group will increase by 74% and by 2030 the increase will top 100%. While the population growth for the 75 to 84 years age group is not predicted to change as quickly, it will also be on the increase and should top a growth of 100% over the next 30 years. How do these numbers affect churches? The over 65 age group will become the fastest growing part of the congregation. Churches must be prepared

to address concerns of older adults, helping them be remembered and useful. The business world will shift emphases to meet the needs of the population (“baby boomers”) in order to appeal to the broadest audience. The church must shift emphases, but out of a different motivation: to meet ministry needs of the congregation.

For many churches, effectively working with mature members of the congregation and community has been a challenge. Frequently people do not know what to do, how to begin, how to continue, or how to keep from “burning out.” Resources within a given church may not equip members to adequately meet the needs of its older members. Friends who just yesterday were in Sunday school or the worship service may at times find daily tasks difficult. These are friends who:

- Might need assistance with household chores, shopping, or transportation to the doctor’s office
- Need someone to talk to
- Need support or respite

Congregational members may not feel prepared to assist with presenting needs. This handbook is designed to assist in the development of ministries to equip mature adults for spiritual, education, and functional life fulfillment.

This guide provides information regarding the overall administration of the ministries, job descriptions, processes for determining congregational needs, evaluation tools, and detailed descriptions of the following ministry arenas:

- wellness
- transportation
- education
- spirituality
- companionship
- nutrition
- handy helpers

Guidelines Relating to All Ministry Areas:

ADMINISTRATION

The first step in administering the Care Ministries is to determine who will be the Coordinator, the person to whom volunteers and recipients of the ministry can turn for guidance. The Coordinator must have both the time and gifts to organize and administer the program. The intention is for a lay person to take this responsibility. However, a staff member should be assigned liaison responsibility for the Care Ministries activities. Central to finding the person who will take on the job of Coordinator is locating someone who has a passion for working with mature adults.

The next step is to establish a Care Ministries Launch Team. This team should be comprised of individuals who have great interest and skills in working with mature adults. Selection of the Launch Team should be a joint effort of the Coordinator and the Pastor. The people approached may be members of an existing committee or ministry team. The functions the Launch Team will be to:

- Familiarize themselves with the Care Ministries concept;
- Educate the church about the necessity of addressing the needs of mature members;
- Conduct a comprehensive survey of needs in the congregation and community;
- Determine how already established ministries are meeting the needs of mature adults;
- Examine the discovered needs within the congregation.

When the survey is complete, the Coordinator and the Launch Team will need to select the areas of the Care Ministries that need to be addressed. Discovered needs, existing church ministries, and church resources should dictate the scope of the Care Ministries. Once the Care Ministries plan is developed, it should be presented to the congregation to garner support and approval. A Ministry Team and Team Leader will be needed for each area selected. The Team Leaders along

with the Coordinator and appropriate staff member will serve as the Care Ministries Council to act as a steering committee. When the Council is formed, the job of the Launch Team will be over and they can be thanked appropriately.

Each Ministry Team has its own steps to follow, but there are some common administrative and organizational tasks that each team will have in common:

1. Become familiar enough with the ministry to educate the church
2. Conduct an in-depth study of the needs in their assigned area
3. Survey the congregation to locate volunteers and resources
4. Match needs found in the church and community with volunteers' abilities
5. Choose group leaders to direct segments of the team's work
6. Set up appropriate records relating to the team's ministry area
7. Address liability issues
8. Create a clear vision and goal statements for the ministry area
9. Develop a list of area resources
10. Provide orientation/training for volunteers
11. Educate and assess ministry recipients
12. Have monthly or regular meetings for ministry volunteers
13. Evaluate the ministry on an ongoing basis
14. Keep the Care Ministries Council and Coordinator advised of progress

Guidelines or examples are provided for some of these tasks within each ministry team's description, but variations on the process may occur depending on individual circumstances.

JOB DESCRIPTIONS

COORDINATOR

1. Initially, assist the church in starting Care Ministries by working with the Pastor to locate a group of members willing to form a task force
2. Follow the administrative steps
3. Keep church staff informed
4. Coordinate the activities of the Care Ministries Council
5. Have monthly contact with Care Ministries Team Leaders to identify and address questions, concerns, and problems so the team provides their effective ministry
6. Assist Team Leaders in finding speakers, information, and expertise in the fields related to each team's focus (i.e. nutrition, education, health issues, disease process, etc.) for the monthly meetings
7. Network with Coordinators from other churches for support, exchange of ideas, and sharing of resources

MINISTRY TEAM LEADER

1. Follow the suggested process for the ministry, adjusting for improvements as you go
2. Coordinate the work of the ministry team
3. Participate as a member of the Care Ministries Council
4. Communicate with the Coordinator each month, informing of questions or problems
5. Make initial contact with potential ministry recipients to explain the ministry
6. Delegate assignments to ministry volunteers, beginning with the assessment if not already completed

7. Assist the Coordinator in planning the educational portion of the monthly team meetings
8. Preside at team meetings. The purpose of team meetings is to provide support to members of the team, learn something new that will help the team's effectiveness, problem solve, and coordinate the next month's team work

MINISTRIES COUNCIL

1. Assist Coordinator in continuing the development of the Care Ministries
2. Attend monthly meetings with the Coordinator
3. Educate the congregation about the need for Care Ministries on an ongoing basis
4. Develop an ongoing routine for surveying church members who may be interested in volunteering
5. Develop a routine for assessing the needs of mature adults within the congregation and determine which team is most appropriate to meet the specific need
6. Schedule orientation sessions for new volunteers
7. Interpret evaluation tools and assist teams in making needed changes

SELECTION, TRAINING, AND MAINTAINING OF VOLUNTEERS

SELECTION

Within a given congregation, there are many ways to locate the people needed to fill roles within the Care Ministries. In many cases, the Coordinator will know which people have the gifts necessary to take on certain jobs. However, the church survey will be a useful tool in locating volunteers who would fit certain jobs perfectly but may have been keeping their "light under a bushel," (Matt. 5:14-16). There may be people already doing the very jobs now being organized

who will continue under the Care Ministries umbrella. They may benefit, however, from the training and regular meetings.

Laying the groundwork for a positive response to the recruitment process depends largely on communicating the purpose and goals to the congregation. Volunteers tend to give their valuable time when they believe in what they are doing and feel the effort worth it. Dr. C. Anne Davis, a leader in social ministries among Baptists, was commissioned by Virginia Baptists to write the initial manual for “Aging In Place.” Dr. Davis gives these suggestions for successful recruitment:

- Help people believe this program meets a real need
- Make personal contacts and personally invite potential volunteers
- Make invitations specific, detailing “who, what, when, where, and for how long”
- Engage volunteers who enjoy being with each other

As all of God’s children are blessed with gifts, it may sometimes be a challenge to match gifts with needed tasks, but a place should be found for all persons responding to the call. Some people have the gift of making the home visit, while others are better “behind the scenes” in efforts such as typing, filing, organizing, etc. Care must be taken to ensure privacy, rights, property, and wellbeing of all ministry recipients. The following tropics are recommended for consideration when selecting volunteers:

1. Minimum age: Youth may be appropriate for some jobs, but not for others. An age limit for some of the ministry teams would avoid confusion as volunteers are selected. Youth should be encouraged to serve and learn under knowledgeable supervision
2. Involvement with the Congregation: Decide what level of involvement will be required of those who volunteer. Should there be a minimum length of membership and active participation? Consider how well the volunteer is known or what level of maturity is demonstrated, particularly in situations in which visits may provide spiritual direction

3. **Physical and Mental Wellbeing:** Do the potential volunteers have the mental and physical energy and expertise to participate regularly in providing services? Can they form and maintain healthy social and emotional relationships with mature adults, other caregivers, and other team participants?
4. **Willingness to Participate in Training:** Volunteers must be willing to complete whatever training program is deemed necessary for them to participate in the Care Ministries
5. **Willingness to Participate in Ministries Meetings:** Regularly scheduled meetings will provide on-going education for volunteers and will provide the setting for reporting progress, problems or issues related to the ministries

TRAINING

If the program is going to succeed, volunteers must have training. The first stage of volunteer training will be an orientation to the importance of the Care Ministries and elements of the ministry teams. The second stage of training will be the ongoing education to take place during regularly scheduled meetings. Training and resource models will be available from various sources.

Why Provide Training?

A training program serves several purposes:

- Volunteers will know what is expected and therefore feel more comfortable in what they are doing
- When people feel comfortable in what they are doing, they are more likely to be successful in their efforts
- Volunteers will know they have resources to assist them when ministering to recipients

- The training program is a necessary part of accountability to the recipients, caregivers, volunteers, and church

Why Provide Orientation?

Orientation provides a setting for all volunteers to bond by getting better acquainted and to become united in the Care Ministries endeavor. The orientation serves several purposes:

- Welcomes volunteers to their new ministry
- Provides an overview of Care Ministries
- Educates volunteers as to their roles in the ministries
- Provides education as to the issues and needs of mature adults
- Allows groups to learn the issues common to each team ministry

Follow-up education for more in-depth issues can be addressed during the monthly meetings. Scheduling periodic orientations throughout the year, or even once a year, allows for introduction of new volunteers. Common issues and circumstances volunteers may face need to be addressed during the orientation. There may be people in the congregation qualified to teach them. Examples include:

- Emotional issues – such as loss of independence, loss of loved ones, loss of bodily function
- Confidentiality – knowing when to keep information private
- Boundaries – knowing how to respond to people who are demanding
- Caregiver stress – knowing the signs of stress and how to help
- Abuse, Neglect, and Exploitation – knowing when to report to the Department for Social Services
- Communication – with family, caregivers, and church staff

Why Provide On-Going Education?

It is important to stay current with the issues. On-going education for volunteers can easily be organized by the Coordinator and Team Leaders and taught by

professionals in the field during monthly meetings. It is recommended that half of the meeting be an in-service training, and the other half be used to discuss ministry issues. An in-service topic might include the presentation and course of a specific disease process. Topics could be presented to meet the needs discovered throughout the ministry. Volunteers who continue to increase their knowledge will feel more confident in their role.

MAINTAINING VOLUNTEERS

Volunteers generally stay involved in a program that they feel is meeting a critical need. Successful retention of volunteers requires:

- An effective program of training. People like to help when they know how to do a task well.
- A structure that encourages feedback among volunteers. People need to talk to others who are doing what they are doing. Sharing ideas and words of encouragement will promote retention.
- A continuing program of recognition by the church. Care Ministries is a ministry of the local church, and the volunteers who are involved need to know that the church blesses their efforts and commissions them to carry out their tasks. Prayer support is also a healthy means of recognizing the ministry/missions involvement of the volunteers.
- A strong working relationship with Care Ministries leadership. Volunteers need to know that they are connected with their coordinators and team leaders. It is important for them to know that there are resources if they need help or encouragement.
- This link is the volunteers' link to the church and ministry home base.

TEN COMMANDMENTS FOR MOTIVATION VOLUNTEERS

1. Challenge

Challenge them by delegating tasks, increasing their share of the workload and providing upward mobility.

2. Research

Research their talents; put them to work attacking problems within your organization.

3. Vary

Vary their tasks; rotate jobs; change responsibilities.

4. Consult

Consult volunteers on important decisions and policy-making directions including goals, projects, special events, new ideas and suggestions.

5. Brighten

Brighten the workplace, literally and figuratively.

6. Praise

Praise frequently, especially the average volunteer who may need most the encouragement.

7. Train

Train volunteers so they feel confident at their tasks and perform them to the best of their abilities with seminars, round table discussions, one-on-one training, and periodic evaluations.

8. Communicate

Communicate by way of memos, newsletters, greeting cards, etc. Convey news of who is doing what (i.e. – who went on a mission trip, who is volunteer of the month) and dates such as the next social event.

9. Socialize

Socialize with outside functions, rummage sales, teas, luncheons, etc., where volunteers can feel they are part of a family.

10. Recognize

Recognize volunteers with an annual recognition event.

EVALUATION TOOL

Evaluating the Care Ministries is an effective way to make needed changes or to decide if a particular ministry will continue. Creating an evaluation tool prior to beginning is an excellent way to set the goals your church wants to achieve through the Care Ministries. It is suggested that volunteer evaluations be anonymous in order to encourage honest feelings and maintain confidentiality. It is better not to have recipient evaluations completed anonymously, as specific problems may need to be addressed. The following are recommended questions to include on evaluations for volunteers and ministry recipients.

VOLUNTEER, TEAM LEADER, AND COORDINATOR

- Were there enough volunteers with skills and/or interests available to meet requests for assistance?
- Were the needs of the recipients adequately met?
- Describe problems encountered and suggestions for correcting these.
- Had the volunteers received adequate training prior to starting the ministry?
- Is publicity and education concerning Care Ministries for the church (and community) adequate?
- Do you feel this is a needed ministry that should be continued?
- If your answer is no, explain.

MINISTRY RECIPIENTS

- Were your needs met?
- Did someone explain what you could expect in a clear way?
- How could we improve our ministry to you?
- Please feel free to make suggestions and comments.

TAKING INVENTORY OF THE CONGREGATION'S RESOURCES

There are several directions a church can take to meet needs identified through the Care Ministries and find the answers to the needs. Because God has given talents and gifts to all of us and because no person can meet all of the needs effectively, a shared responsibility seems to be an effective approach. There may be many who, with encouragement, may be prepared to jump at the chance to offer their talents or knowledge. Even in small churches where people feel they know everyone, there may be hidden talents ready to be watered and nurtured into action.

Forming a survey to distribute to all church members is an effective tool for finding resources to meet the needs identified by the Care Ministries. A concise and easy to complete survey will encourage good participation. You may decide to distribute the survey in several ways, such as during Sunday School, worship, small groups, or through a newsletter or special mailing. It is wise to allow a couple of weeks for completion of the survey to increase participation. If the survey is brief, a person could complete it and submit it immediately. A ready supply of surveys should be available for new members or members who missed distribution.

COMMUNITY RESOURCES AND REFERRAL OPTIONS

Care Ministries is not intended to take the place of existing resources for which the target group may already be eligible. For example, if persons are eligible for services from an Area Agency on Aging, they should receive those services if they so choose. There may also be family available who can provide care, transportation, errands, etc., so it will be important to ask about the existing support system during initial assessment.

Often people are not aware of services available in the community because they have never needed them. However, a surprising number of resources are

available in our own back yards! Care Ministries Resource Directory is in development. This directory may be used in conjunction with the Administrative Guidelines. Supplements will be provided, detailing the congregation's resources and ministries to equip mature adults for successful spiritual, education, and functional fulfillment. The Resource Directory includes details of supporting ministries, community resources, and websites specific to each ministry. Some common local resources are:

1. Area Agency on Aging: Offers many services including caregiver support, health insurance counseling, health promotion and services, information on vital community services, in-home assistance, kinship care, medication management, mental health, congregate and at-home meal services, ombudsman services, retired and senior volunteer program and transportation.
2. California Department of Health Services: A Companion Program for low income, at risk Senior Citizens that provides health care.
3. Community Based Care: This Medicaid program brings personal care and respite services to the homes of lower income people who need to go to a nursing home, but who want to remain home. To initiate, apply for MediCal and call the local Department for Social Services who will send an Adult Service worker and a Health Department nurse to perform a nursing home screening. No one can be forced into a nursing home.
4. Meals on Wheels: Serves hot meals to people in a specific geographic area.
5. Public Health Department: health screening, testing, care and treatment.
6. Nevada County Food Banks.
7. Interfaith Ministry.
8. Chamber of Commerce: Contact to learn of area resources.
9. Sierra Nevada Memorial Hospital: Social workers are a good resource; medical library may be accessible to gather information on diseases; workshops on diseases may be available.

10. Local Library: calendar of community events, possibly has a list of area support groups, adult education information.
11. Local Ministerial Association: May have ministries or Senior education material available.
12. United Way: Offers a list of resources available in the community.
13. AARP
14. Community Mental Health Programs
15. Anew Day Counseling Services
16. Retired Senior Visitor Program (RSVP): opportunities for seniors to volunteer in the community.
17. Elder Care Providers Coalition: phone numbers for elder services in Nevada County.
18. Gold Country Community Services: noon meals, classes, and activities.

Resources can also be obtained from various associations and societies associated with particular diseases. The American Heart Association, The American Diabetes Association, and the American Cancer Society are only a few which may have local chapters in your area. If they are not located in your area, they are accessible through toll-free numbers.

LIABILITY

- *“What would happen if Mrs. Jordon injured herself from a fall while I was visiting?”*
- *“What if we had an accident while I was transporting Mr. Boggs to the doctor?”*
- *“What if Mrs. Watts has a heart attack and I don’t know CPR?”*

These, and many other questions, are liability issues for which a church must be prepared, not only for Care Ministries, but for involvement with church members in general. When church volunteers are put in positions of helping people who are at risk, they need to know that liability issues are covered. Years ago these issues were not considered problems, but the reality of today says, “Be prepared.”

The following are suggestions for addressing liability issues:

1. Investigate current church liability insurance.
2. A number of organizations use CIMA, an insurance company that provides insurance on volunteers.
3. If accidents occur in the transporting of individuals to/from the doctor, etc., the primary coverage is the driver's insurance. The church needs to supply supplementary insurance.
4. A copy of the Volunteer Protection Act of 1997 should be available to all volunteers. This information is available on the internet at <http://www.asaenet.org/new/volunteersigned.html>.
5. Leave Care Ministries literature that explains the ministry's goals, objectives, parameters and limitations with the member and have the recipient initial that the information was dispensed. With permission of the member, send a copy of the literature to family if family lives elsewhere.
6. Provide training for volunteers on how to report incidents of abuse, neglect, and exploitation of the mature adult.

CARE MINISTRIES VOLUNTEER SURVEY

Basic Information

Name _____ Date _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Work Phone _____

Occupation _____ Retired? _____

ALCC attendant how long? _____

Would you be willing to offer your gifts, talents, and time to Care Ministries? _____

When may someone contact you? _____

Would you be willing to attend an orientation/training session? _____

Skills Checklist

Below are skills needed to carry out the Care Ministries Team work. Some skills apply to more than one team. Check areas where you are skilled or would like to volunteer.

Indicate your skill level next to checked items: 1=highly skilled; 2=semi-skilled; 3=unskilled, but willing.

General Skills

- Listening
- Visiting
- Conversing
- Nurturing

Organizational Skills

- Filing
- Organizing/Administering
- Data Entry
- Assigning Tasks & Delegating
- Taking Phone Calls
- Developing a Resource List

Educational Skills for In-service Training of Volunteers

- Educate re: Aging Issues
- Educate re: Medical Issues
- Educate re: Social Issues
- Educate re: Emotional Issues
- Educate re: Grief Issues
- Educate re: Nutritional Issues
- Educate re: Your area of expertise which would benefit others:

Transportation Ministry Team

Driving (Escorting)

Nutrition Ministry Team

Nutrition Planning

Cooking

Wellness Ministry Team

Nursing

Health Professional

Handy Helpers Ministry Team

Home Improvement

Heating/Air Conditioning

Painting

Plumbing

Building Ramps

Installing Grab Bars, etc.

Yard work

Friends Ministry Team

Budgeting

Tax Forms

Telephone contacts

Grief Counseling

Companionship

Sitter Service

Leading Support Group

Card ministry

Mailing bulletins, newsletters, etc.

Spiritual Care Ministry Team

- Reading Aloud
- Leading Individual Bible Study
- Leading Small Worship
- Praying with mature adults
- Leading mature adults into active ministering roles
- Senior breakfast program

INFORMATIONAL

INSTRUCTIONS

The Care Ministries Informational Survey instrument is designed to assist churches in determining specific needs of individuals or the congregation as a whole which may be addressed by this ministry. It is designed to identify generalized need in the arenas supported by the Care Ministries. When a need has been identified in a ministry area, a more detailed analysis of need may be necessary. Each of the arenas in this User Guide provides a questionnaire to assist the teams in identifying specific assistance needed.

ADMINISTRATION OF THE INFORMATIONAL SURVEY

The first step is to determine the target population. As a matter of practicality, most churches will choose to limit the survey population to members over the age of 55. However, churches that have their membership on a computer database may wish to customize the survey population.

Surveys may be distributed at weekly worship services, small group meetings or individually. Once the target population is identified, a letter may be sent to individuals explaining the Care Ministries and advising them that a member of the Care Ministries Team will be contacting them with a request that they complete the Informational Survey. The best results will be achieved if the team members are available to individually assist members of the target population in the survey completion. This occasion would also allow for further explanation of the Care Ministries.

ANALYSIS OF SURVEY RESPONSES

Transportation for shopping, med., etc	Transportation
Preparation of meals	Nutrition
Eating a balanced diet	Nutrition
Taking my medication	Wellness
Getting enough sleep	Wellness
Getting too much sleep	Wellness
Getting regular exercise	Wellness
My physical health	Wellness
Managing my finances	Education, Handy Helpers
Adequate finances for retirement	Education, Handy Helpers
Understanding God's plan for me	Education, Spiritual Care
Getting older	Education, Spiritual Care
Fear of dying	Education, Spiritual Care
Mental stimulation	Education
Opportunities to learn new things	Education
Lack of contact with Friends	Friends
Loneliness	Friends, Education, Spiritual
Performing routine household chores	Handy Helpers
Doing small repairs around the house	Handy Helpers
Finding someone to do yard work	Handy Helpers

Finding trustworthy tradesmen

Handy Helpers

ACTION REQUIRED

After the surveys have been completed, the responses need to be tabulated and analyzed to determine the needs and the level of needs within the congregation. The surveys should be made available to the respective teams for follow-up and action, where appropriate.

INFORMATIONAL SURVEY

Completion of this survey will assist the Care Ministries Team in its effort to assess the congregation in reference to seven arenas of ministry.

Basic Information

Name:

Phone:

Street Address:

State: Zip

Email address:

Emergency contact person & phone:

Please circle the response that best describes you.

1. WHAT IS YOUR AGE GROUP?

55-64

65-69

70-74

75-79

80 or above

2. WHICH OF THE FOLLOWING BEST DESCRIBES YOUR CURRENT LIVING ARRANGEMENTS?

I live in my home/apartment with my spouse.

I live in my home/apartment alone.

I live in my home/apartment with a relative.

I live in my home/apartment with a friend.

I live in the home of a relative.

I live in a retirement or assisted living community.

I live in a nursing home.

Other (please explain):

3. RATE THE FOLLOWING STATEMENTS

Not a	Moderate	Serious
Problem	Problem	Problem

Transportation to get groceries, go to doctor, etc.

Other errands

Preparation of meals

Eating a balanced diet

Taking my medication

Getting enough sleep

Getting too much sleep

Getting regular exercise

My physical health

Adequate finances for retirement

Understanding God's plan for me

Getting older

Fear of dying

Mental stimulation

Opportunities to learn new things

Lack of contact with friends

Loneliness

Performing routine household chores

Doing small repair jobs around the house

Finding someone to do yard work

Finding trustworthy tradesmen

4. DO YOU NORMALLY EAT THREE MEALS A DAY? Yes No
5. DO YOU PARTICIPATE IN "MEALS ON WHEELS?" Yes No
6. DO YOU NEED ASSISTANCE IN FEEDING YOURSELF? Yes No
7. HOW DO YOU RATE YOUR PHYSICAL HEALTH?

Excellent Good Fair Poor

8. HOW OFTEN DO YOU EXERCISE?

3 or more times per week 1 or 2 times per week 1 to 4 times per month rarely

9. DO YOU FREQUENTLY VISIT FRIENDS, NEIGHBORS OR RELATIVES? Yes No
10. DO FRIENDS, NEIGHBORS OR RELATIVES VISIT YOU FREQUENTLY? Yes No
11. DO YOU WISH YOU HAD MORE FRIENDS WHO WOULD VISIT YOU? Yes No
12. WHICH OF THE FOLLOWING STATEMENTS BEST DESCRIBES YOUR FUTURE

LIVING PLANS?

- I plan to stay in my present residence until I die.
- I plan to move into a retirement community at the appropriate time.
- I plan to move in with a relative at the appropriate time.
- Other (please explain)

13. WHICH OF THE FOLLOWING ARRANGEMENTS HAVE YOU COMPLETED?

- A current will
- A power of attorney
- A medical power of attorney
- An advance directive/living will

14. WHICH OF THE FOLLOWING BEST DESCRIBES YOUR MOBILITY?

- I can go and do what I want without the assistance of others.
- Occasionally I need the help of others to go where I want to go.
- Almost always I need the assistance of others to go and do what I want to do.

15. HOW FREQUENTLY DO YOU ATTEND WORSHIP SERVICE?

- Once a week
- 2 to 4 times a month
- About once a month

- Less than once a month

16. HOW FREQUENTLY DO YOU ATTEND A SMALL GROUP?

- Once a week
- 2 to 4 times a month
- About once a month
- Less than once a month

DO YOU PARTICIPATE IN OTHER CHURCH RELATED ACTIVITIES? Yes No