

**WILKES SENIOR RESOURCES MEMBERSHIP FORM  
HEALTH STATUS QUESTIONNAIRE AND LIABILITY WAIVER**

**AGE AND RESIDENCY REQUIREMENT**

Wilkes Senior Center members must be 55 years of age or older, reside in Wilkes County and have a residential address (not a P.O. Box or business address). A government issued driver's license or identification card is required at the time of membership application. If no government issued driver's license or identification card is available, then another type of photo identification may be accepted along with a secondary proof of residency (eg: utility bill, deed, apartment lease, etc.).

Senior Center Participant,

To help us develop better health programs and maintain emergency information we request that you complete the following information in print. All information is strictly confidential. Please return completed form to the front office to receive your membership card. Welcome!

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Nickname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (If different from physical address): \_\_\_\_\_

Male: \_\_\_ Female: \_\_\_ Ethnic Status: African American \_\_\_ Caucasian (White) \_\_\_ Hispanic \_\_\_ Other \_\_\_

Allergies: \_\_\_\_\_

Disabilities: Blind \_\_\_ CP \_\_\_ Deaf \_\_\_ MS \_\_\_ Oxygen \_\_\_ Parkinson's \_\_\_ Walker \_\_\_ Wheelchair \_\_\_

List any other health conditions and medications you would like us know about:

Head of Household: Yes / No      Live Alone: Yes / No

Emergency Contact Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

I would like to receive closure, event and trip notifications by text, phone and email. Yes \_\_\_ No \_\_\_

Participants at some time may be photographed for publicity purposes.

I understand that the Wilkes Senior Center and its affiliate agencies will not be held responsible for any injuries or any inconvenience associated with the use of this exercise equipment. Participants using the exercise room do so at their own risk and will not hold Wilkes Senior Resources and its affiliate agencies liable in case of injury.

SUSPENSION OF PRIVILEGES POLICY

All individuals using the Wilkes Senior Resources are expected to act responsibly and as adults at all times. Those individuals found to be acting in an unacceptable manner will be subject to having their user privileges suspended or revoked. The Executive Director and/or Board of Directors shall have full discretion to decide whether a warning on a temporary/permanent suspension is warranted, depending on the circumstances.

By signing this paper, I have read, understand and will abide by Wilkes Senior Resources senior center code of conduct set forth by Wilkes Senior Resources.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**LIABILITY WAIVER  
WILKES SENIOR CENTER/WILKES SENIOR RESOURCES  
ASSUMPTION OF RISK AND RELEASE OF ALL LIABILITIES, CLAIMS AND INJURIES**

**PLEASE READ CAREFULLY BEFORE SIGNING**

I, \_\_\_\_\_, as a condition to participating in WSC/WSR activities, agree to participate completely at my own risk.

I acknowledge that the use of machinery, exercise equipment, tools and the like are inherently dangerous. I represent and certify that I understand the risks involved in using such items and by participating in said activities I willingly assume full responsibility for myself, for expenses including, but not limited to medical bills, loss of personal property, bodily injury and/or death, and attorney's fees and costs of litigation arising out of, or in any way connected with, my participation in WSC/WSR activities.

Without limiting the foregoing, I agree that neither WSC/WSR nor any person associated with WSC/WSR, including but not limited to their respective directors, officers, employees, volunteers and agents, shall be liable for any damages arising from personal injuries sustained by me in or about any WSC/WSR activity. I assume full responsibility for any injuries or damages that may occur to me and fully and forever release and discharge the Released Parties from any and all claims, demands, damages, rights or causes of action, whether present or future, known or unknown, anticipated or unanticipated, resulting from or arising out of my use of machinery, exercise equipment, tools and the like. This includes direct, indirect, punitive, compensatory, exemplary and all types of other damages.

I further agree to abide by and follow all applicable rules, policies and procedures of WSC/WSR during my participation in WSC/WSR activities. In addition, I agree to immediately report any injuries or property damage or any condition that could be dangerous to others to a representative of the WSC/WSR.

This liability waiver shall be construed under the laws of North Carolina, and if any part of the agreement is deemed to be unenforceable, the remaining portions of the liability waiver shall be enforced to the fullest possible extent.

**I HAVE READ AND UNDERSTAND THIS ASSUMPTION OF RISK AND RELEASE OF ALL LIABILITIES, CLAIMS AND INJURIES. I AM UNDER NO INDUCEMENT TO SIGN AND REALIZE THAT BY DOING SO, I MAY GIVE UP SUBSTANTIAL RIGHTS ON BEHALF OF MYSELF.**

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
PARTICIPANT'S SIGNATURE

\_\_\_\_\_  
WSR AGENT SIGNATURE

\_\_\_\_\_  
PARTICIPANT'S PRINTED NAME

\_\_\_\_\_  
WSR AGENT PRINTED NAME

## **Wilkes Senior Resources, Inc.**

228 Fairplains School Road

North Wilkesboro, NC 28659

Phone: (336)667-5281 Fax: (336)667-8295



### **Mission Statement**

The mission of Wilkes Senior Resources Senior Center is to provide services, education and information that promote quality of life and active aging for seniors.

### **Participant Code of Conduct**

Wilkes Senior Resources is committed to serving the residents of Wilkes County who are age 55 and older. The staff hopes you find the Center to be a friendly place to visit where you can benefit from the variety of programs and outreach services offered. This Participant Code of Conduct is created to ensure a safe and enjoyable environment for all who utilize the center facilities.

### **PARTICIPANTS MUST EXHIBIT THE FOLLOWING CONDUCT:**

- Be considerate and treat others with kindness, courtesy, and respect.
- Be calm and patient and refrain from using abusive, obscene, threatening, harassing, insulting, or suggestive language.
- Not endanger or threaten to endanger the health and safety of self, staff or other participants.
- Not harass (sexually or otherwise) participants, staff or volunteers.
- Support the staff in keeping the facilities clean by cleaning up after yourself, i.e. throw away all trash in proper receptacles. Report issues with restrooms in need of cleaning, soap, paper towels, toilet paper or trash bags.
- Be able to care for themselves while participating in Center activities. Individuals needing assistance (memory impairment, incontinence, wheelchair bound, etc.) may conditionally participate in Center activities with the aid of a self-provided care attendant. The Center Director will determine if/when an aid is needed.
- Refrain from engaging in any activity at the Senior Center if I am experiencing any symptoms of illness, including but not limited to fever, coughing, vomiting, diarrhea, chills, or any other signs of illness.
- Maintain personal cleanliness and good hygiene.
- Be properly clothed at all times: shirt/top, pants/skirt, shoes/sandals. If using fitness room must have proper athletic attire and shoes.
- Not consume or be under the influence of any alcoholic beverages and/or illegal drugs.
- Follow non-smoking policies
- Not leave or store personal possessions at Wilkes Senior Resources, Inc.
- Properly utilize public restrooms and refrain from use for personal hygiene.
- Not solicit, canvass, or peddle upon Center premises and surrounding parking lots.
- Adhere to all posted rules and signs.

With the understanding that all participants utilizing the Senior Center will be required to abide by the Center's rules, laws and processes, the Executive Director or staff will use the following guidelines when addressing Code of Conduct violations:

The Executive Director reserves the right to suspend patrons from facilities, programs and services for conduct deemed inappropriate by agency staff.

**Discipline Violations:**

1. **FIRST OFFENSE** – Witnesses to the inappropriate behavior shall be asked to write statements of the alleged inappropriate conduct. The Executive Director shall meet with the participant to discuss the Code of Conduct, the participant's inappropriate behavior, and the violation that occurred. The Executive Director shall advise the violator that future inappropriate behavior may result in suspension from all programs and activities supported and administered by the Wilkes County Senior Center. The Executive Director shall make a written record of the incident and her findings and create an incident file.
2. **SECOND OFFENSE** – Witnesses to the inappropriate behavior shall be asked to write statements of the alleged inappropriate conduct. The Executive Director shall meet with the participant to discuss the violation and his/her inappropriate behavior. The Executive Director shall have the discretion to suspend the participant for 1 week from all programs and activities supported and administered by the Wilkes County Senior Center. The Executive Director shall make a written record of the incident and her findings, to be added to the incident file.
3. **THIRD OFFENSE** -- Witnesses to the inappropriate behavior shall be asked to write statements of the alleged inappropriate conduct. The Executive Director shall meet with the participant to discuss the violation and his/her inappropriate behavior. The Executive Director shall give written notice to the participant informing him/her of a suspension from all programs and activities supported and administered by the Wilkes County Senior Center for a time period consisting of 1 month. The Participant must make an appointment with the Executive Director and Board of Directors Chairperson to be interviewed prior to being allowed reentry to the Wilkes County Senior Center.
  - Three or more offenses may result in indefinite suspension.
  - Suspension times may vary due to the severity of the offense(s).
  - The Executive Director, with approval of the Board of Directors Chairperson, may deviate from this guideline if she feels the circumstances direct such deviation.
4. **INCIDENTS OF IMMINENT DANGER** – The Executive Director and/or Wilkes County Senior Center staff shall handle imminent danger to persons or property as a police matter. When appropriate, 911 shall be called to protect the safety of participants and staff at the Senior Center. The violating participant shall be immediately suspended from all programs and activities supported and administered by the Wilkes County Senior Center. The term of suspension will be determined by the Executive Director and Board of Directors Chairperson.

**WILKES SENIOR CENTER GRIEVANCE PROCEDURES:**

Senior Center participants have a right to appeal a decision or voice a grievance without being subject to discrimination or reprisal for doing so.

**First Level of Appeal/Grievance:** The participant shall make an appointment to speak with the Executive Director.

**Second Level of Appeal/Grievance:** The participant shall request to meet with the Executive Board by filling out a request form. A request form may be obtained in the Senior Center office either in person or via email ([wilkesseniorresource@gmail.com](mailto:wilkesseniorresource@gmail.com)).

**Third Level of Appeal/Grievance:** The participant shall request in writing to meet with the Board of Directors. The Executive Director shall notify the Board of Directors of the written request.

**Thank you for making the Wilkes Senior Resources, Inc. Senior Center safe and enjoyable!**

**By signing the Wilkes Senior Resources Membership Form, I agree that I have read, understand, and will abide by the Wilkes Senior Resources, Inc. Senior Center Code of Conduct, Discipline Violations and Grievance Procedures. (Note: Please keep form for reference).**