

Out & About Program Information

As each new month approaches, Whitney Williams will send out an e-mail to all staff and those additional people on the Out and About mailing list stating that the new calendar is about finished and the date it will be sent out. This is to ensure that each person knows when the calendar will be available and has an equal chance to register participants for events. If you would like to be added to the Out and About mailing list please contact Whitney Williams. (contact information provided below)

BHW staff has access to the Out and About calendar on IBM and can sign individuals up using this and Service Coordinators can help with this process as well. If you do not have access to IBM, it is important to contact Whitney with a list of event(s) that individual(s) would like to attend as soon as possible. Please include all activities for the entire month as spots fill up quickly and are secured on a first come basis. Once Whitney has received the list of activities she will respond (yes/no) to each event indicated.

Some additional information to keep in mind

3 Strikes Rule: If any individual registered for events with Out & About cancels or does not show up for 3 events in a 30 day period they will be suspended from participating in activities for 30 days. This does not include cancelations due to illness. If they have been suspended for the 30 day period they will be removed from events that they are already signed up for within that 30day time frame. This does not affect participation in the Mines Buddies Program.

1 Rush Game: We ask that each person only attend one Rush game a month to allow more people this wonderful experience.

ADA Seating for Rush Games: Please note that Out & About has season tickets for Rush games and our pre-selected seats are in the upper M section. These seats are not ADA accessible. If a non-ambulatory individual would like to attend a game let me know ASAP. I may be able to work with the Civic Center to exchange our tickets that evening for ADA seating; however this is not always possible and depends upon seating available for that specific game.

Non-Ambulatory Transportation: We ask that individuals who require bus transportation register at least three business days before an event. This allows time for us to arrange needed vehicles and supports.

Waiting List: Don't be discouraged if a particular event is full when trying to register someone for Out & About opportunities. Simply send Whitney Williams an e-mail asking that the person be added to the waiting list for such-and-such activity. Whitney will be more than happy to add them if this event is likely to be repeated in the future. That being said, some events each month may be full with individuals from the waiting list before they are even announced publicly.

Ticketed Events: If you are signing someone up to attend an event that Out & About pre-purchases tickets for (such as a concert, musical, rodeo, sporting events, ect) you will be required to turn in the appropriate funds to the Resource and Support Center (RSC) located at 3650 Range Road in Rapid City prior to the date of the event. The money **MUST** be given to Whitney directly (room 212) or left with Debbie at the front desk before 4:00 pm. Do not leave money in the mailboxes. Please bring the exact amount of money needed for the ticket as Debbie does not have access to make change.

DEADLINES: Five business days in advance for all major ticketed events

Example: Sara is signed up to attend a big concert on Saturday; the ticket cost is \$25.50. Exactly \$25.50 needs to be dropped off at RSC no later than 4:00 pm on the Monday before the event.

DEADLINES: Watiki Waterpark passes and Movie tickets are also purchased by Out & About before an event. Therefore money for these will need to be received at least one day in advance.

Example: Sara is signed up for a movie on Friday. Funds for the ticket will need to be left at RSC by Thursday at 4:00 pm.

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