



# MICHIGAN OFFICE OF SERVICES TO THE AGING

## Operating Standards For Service Standards

Community

<b>SERVICE NAME</b>	Senior Center Operations
<b>SERVICE NUMBER</b>	C-12
<b>SERVICE CATEGORY</b>	Community
<b>SERVICE DEFINITION</b>	Provision of support for the operation of a senior center. A senior center is defined as a community facility where older persons can come together for services and activities which enhance their dignity, support their independence and encourage their involvement in and with the community.
<b>UNIT OF SERVICE</b>	One hour of senior center operation.

### Minimum Standards

1. Each senior center shall be certified as an accessible facility. Accessibility is defined as the ability of a person with a disability to enter the facility, use the restroom and receive service that is at least equal in quality to that provided to able-bodied participants.
2. Each senior center shall be open a minimum of three days per week and at least 24 hours per week.
3. Each senior center shall be a meal site for a congregate nutrition program funded through Title III, Part C, of the Older Americans Act.
4. Each senior center shall provide directly or make arrangements for the provision of the following services:
  - a. Outreach
  - b. Information and assistance
  - c. Socialization/recreation
  - d. Education
  - e. Volunteer opportunities

It is not required that such service provision be reported to OSA.

5. Each senior center shall demonstrate that it is in compliance with fire safety standards and applicable Michigan and local public health codes regulating food service establishments.
6. Each senior center shall document that appropriate preparation has taken place for procedures to be followed in case of an emergency including:
  - a. An annual fire drill.
  - b. Posting and training of staff and regular volunteers on procedures to be followed in the event of severe weather or a natural disaster.



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- c. Posting and training of staff and regular volunteers on procedures to be followed in the event of a medical emergency.
7. Each senior center shall be appropriately incorporated under Michigan law or be operated by an organization which is appropriately incorporated or a local unit of government. Each senior center should seek 501 (c)(3) tax exemption unless prohibited by the nature of its incorporation.
8. Each senior center shall strive to adhere to the Principles for the Operation of Senior Centers as established by the National Institute of Senior Centers.
9. Each senior center shall provide an opportunity for center participants to have input regarding the governance of the center at the policy making level as well as in daily operations.
10. Allowable senior center operational costs are limited to:
  - a. Rent
  - b. Utilities
  - c. Communications
  - d. Insurance
  - e. Custodial services
  - f. Ground maintenance
  - g. Supplies