



Exceptional Adventures

PRESQUE ISLE DOWNS & CASINO ~ MINI ADVENTURE

Thursday, November 11, 2021

TRIP ITINERARY

We travel north to Erie, PA to visit Presque Isle Downs & Casino! Here you will find more than 2,000 of your favorite slots and 48 table games! Enjoy a full afternoon of slot machines and gaming excitement - plus a casino bonus at Presque Isle Downs & Casino! Your trip also includes lunch and dinner. Fine gaming slots, table games, and dining make for a day you wont soon forget! *(Must be 21 or older!)*

Our Schedule

9:00 a.m.	Staff and guest arrival Partners For Quality Administrative Building
9:15 a.m.	Depart Partners For Quality Administrative Building (lunch en route)
12:30 p.m.	Approximate arrival to Presque Isle Downs & Casino (casino gaming)
4:30 p.m.	Depart (dinner en route)
8:30 p.m.	Approximate return Partners For Quality Administrative Building



WHAT TO WEAR:

DRESS: Please wear jeans or casual clothing. There is no need to dress up for this tour. Exceptional Adventures promotes a positive image of individuals with disabilities in the community. Please help by bringing guests to the tour clean and appropriately dressed. This avoids embarrassment to the individual as well as to the group.

WHAT TO BRING:

IDENTIFICATION: Please bring your *valid* state-issued photo ID, as it is required to travel. All guests on all tours are required to bring a *valid* state-issued I.D. that must be given to the Tour Coordinator during check-in. Failure to do so will result in the guest being sent home, without a refund.

SPENDING MONEY: All tours are all-inclusive. This tour includes two meals, round-trip transportation and admissions. Guests may want to bring some extra money for games & souvenirs. *(\$75 suggested – small bills)*

PERSONAL ITEMS: Guests are permitted to bring *one* (#1) small personal bag (purse, backpack, fanny pack etc.). Personal bags **MUST** be able to fit under the seat in front of them. Please do not bring pillows, oversized bags, or other valuable items! Please do not bring valuable items, Exceptional Adventures cannot be responsible for them.

WHAT TO KNOW:

PHONE NUMBERS:

Exceptional Adventures office: 412-446-0713 | **Day of Tour ONLY** (cell): 412-522-9965

QUESTIONS: Call the Exceptional Adventures office at 412-446-0713 for questions before the tour. If you have an emergency or questions on the *day of the tour*, call the *cell phone* number listed above. Visit our website at ExceptionalAdventures.com for general information, trip itineraries, van pick-up directions, passport info, *Hold Harmless* forms, guest info sheets, forms, volunteer applications, dance / trip flyers, or to make a registration.

Exceptional Adventures
250 Clever Rd.
McKees Rocks, PA 15136
ExceptionalAdventures.com

OFFICE: 412-446-0713
FAX: 412-446-0713
EMAIL: ea-registrations@PFQ.org
FACEBOOK: [Facebook.com/ExcepAdventures](https://www.facebook.com/ExcepAdventures)

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WHAT TO KNOW, continued:

EARLY ARRIVAL: Please plan to arrive at the pick-up point in the morning at the times indicated and not much earlier, as no Exceptional Adventures staff are scheduled prior to that time.

LATE ARRIVALS & RETURNS: Exceptional Adventures makes every effort to be on time at pick-up and return points! GUESTS WHO ARE NOT PICKED UP UPON COMPLETION OF A TOUR CAUSE A SERIOUS INCONVENIENCE FOR OTHER GUESTS AND STAFF WHO MUST REMAIN WITH THEM UNTIL SOMEONE IS CONTACTED AND ARRIVES TO PICK THEM UP. GUESTS WHO ARE NOT PICKED UP WITHIN 30 MINUTES OF OUR SCHEDULED RETURN WILL BE BILLED A CHARGE OF \$35 PER HOUR. LOCAL GUESTS WHO MUST BE DRIVEN HOME WILL BE BILLED \$50, PLUS THE HOURLY CHARGE.

PICK-UP POINT & DIRECTIONS:

PARTNERS FOR QUALITY ADMINISTRATIVE BUILDING : the Partners For Quality Administrative Building will be the only pick-up & drop off location for Mini Adventures. Guests should be brought to the far side of the parking lot area for check-in. Please scan the code with your smart device for directions to our parking lot.

Partners For Quality Administrative Building - 250 Clever Road, McKees Rocks, PA 15136.



MEDICATION:

All medications must be given to the Tour Coordinator or Office Staff upon arrival at your pick-up point.

Medications must be pre-poured! **All guest medications must be pre-poured.** Pre-poured medication means individual doses are in an envelope or other singular package with guest's name, medication name, medication dosage and time to be taken indicated on package. For information on pre-poured medication packets, please visit your Pharmacist, or a website such as PillPack.com. Should you have any questions, please contact us at 412-446-0713 or see the enclosed "Medication Policy" page. Thank you for your understanding.

If possible, please send *only* the amount of medication needed for the tour. Home visit sheets, MARS or notes listing time of dosage are required. **Pre-poured medications, must have a label including the guest's name and time of doses. Any other ways will NOT be accepted. Medication in metal boxes or blister packs will NOT be accepted. Medication in original prescription bottle will NOT be accepted!** Exceptional Adventures cannot be responsible for medications not given directly to the Tour Coordinator or Office Staff.

*Guests requiring **insulin injections** and/or **oxygen** **MUST** contact our office prior to the tour to confirm arrangements. **We will begin with Noon doses!** Morning medications should be given prior to boarding the van or pre-poured and given to the Tour Coordinator or Office Staff. **You must notify the Tour Coordinator or Office Staff at drop-off that you have a pre-poured medication that needs to be given before 12-Noon! Medications will only be administered up to the first scheduled return / drop-off point on the tours scheduled return day (Please see itinerary)!**

CANCELLATIONS: ALL cancellations must be in writing, in accordance with the refund conditions and certified mail / faxed / emailed to Exceptional Adventures. (*Cancellations on confirmation pages or answering machines are NOT acceptable.*) A follow-up phone call by the person / Agency submitting the cancellation is required to confirm the receipt of the written notice of cancellation. No-shows or cancellations less than 14 days before the departure / event are non-refundable. **All too often, guests miss tours for which they have been registered due to staff errors at their homes. Please be advised that Exceptional Adventures will not give refunds under such circumstances. Please make every effort to be on time at the pick-up and return points.**

VACCINATION CARDS: ALL guests, staff, & volunteers **MUST** be fully vaccinated (COVID-19) to attend. A copy of your vaccination card **MUST** be submitted to the Exceptional Adventures office PRIOR to the trip departure date! Failure to submit a copy of your vaccination card may result in a guest(s) being turned away from the trip at the time of check-in. If you have not submitted your vaccination card, please contact the Exceptional Adventure office to make arrangements.



Exceptional Adventures

MEDICATION POLICY



Exceptional Adventures *no longer accepts* medications in their original prescription bottles. **All guest medication(s) MUST be pre-poured!**

Failure to pre-pour medications prior to an Exceptional Adventures trip may result in a guest(s) being turned away from the trip at the time of check-in & not be eligible for a refund.

WHAT DOES “PRE-POURED MEDICATIONS” MEAN?

Pre-poured medication means that guest(s) medications are placed into an envelope or other singular package by individual doses. Each envelope or singular package should be labeled with the guest's name, medication name(s), medication dosage and day & time to be taken.

HOW DO I PRE-POUR MEDICATIONS FOR A TRIP?

1. Start by choosing something to put the medications in. Acceptable options include a paper envelope, a small coin envelope, or a plastic Ziploc bag. *Remember: Exceptional Adventures does NOT accept medications in original prescriptions bottles or blister packs! Sometimes plastic Ziploc bags are difficult to write on, you may need to create a label.*
2. Organize the medications that you need to take with you on the trip. Use your itinerary to determine how many days the trip will be, the times you will need to take your medication and how much medication you will need to bring.
 - **Example:** You take three pills during one day: two pills at 9 a.m. and one pill at 5 p.m. The trip itinerary states that the bus will depart your pick-up location at 10 a.m. and will return at 9 p.m. You should only pre-pour your 5 p.m. medication and take it with you on the trip. You should take your 9 a.m. medications at home before leaving for the bus.
3. After you determine what medications you need to bring with you, it is time to start pre-pouring your medications.
 - Start by labeling your envelope or singular package with your **name**, the **date** the medication will need to be taken, the **time** the medication will need to be taken, the **name(s) of the medication** that will be put into the envelope or singular package, & the **dosage** of the medication(s) that will be put into the envelope or singular package.
When labeling your envelope or singular package, please print clearly!
 - Next, take your medications from the original packaging and place them into your envelope or singular package. Only put the exact dosage of medication into the package. Put all medications that need to be taken at one time into one singular package.

- Exact dosage of medication in package, continued:
 - **Example:** You take three pills at 8 a.m., one pill at Noon, and one pill at 5 p.m.
You will need to create *three singular packages* to pre-pour your medications.
(8 a.m., Noon, & 5 p.m.)
 - One will be labeled for 8 a.m. and it will have all three of your 8 a.m. medications in it.
 - One will be labeled for Noon and it will have your Noon medication in it.
 - One will be labeled 5 p.m. and it will have your 5 p.m. medication in it.

- 4. After you have placed your medication into your singular packages, seal the package. It is very important that pre-poured medications are securely sealed. You may use tape, glue, staples, etc.

- 5. Repeat this process for multi-day tours. *Remember, only send the exact amount & dosage of medication needed for the number of days the trip will be, labeled with the date. Remember to pre-pour all medications that need to be taken at one time into one singular package!*

- 6. Be sure to include a copy of a home visit sheet, Medication Administration Record (MAR), or other notes listing time(s) of dosage. The Tour Coordinator may need to reference this when administering medications.

- 7. If you have a large quantity of singular packages after you have finished pre-pouring your medication(s), you may put them all into one larger bag for transportation. Please label it with your name.

Please call the Exceptional Adventures office with any questions! 412-446-0713

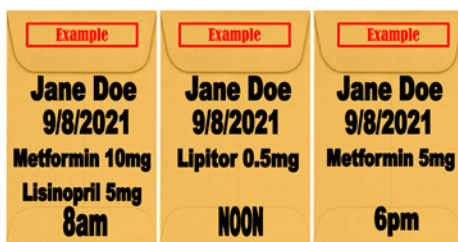
EXAMPLES:

The following information is to be used as example only! Please label your singular packages according to the medications you take, the date(s) of the tour you are pre-pouring for, the names & doses of your medications & the time that you take the medication.

One-day tours:

These envelopes include:

- name of guest
- date to be taken
- name of medication(s) inside
- dosage of medication(s) inside
- time to be taken



Multi-day tours:

These envelopes include:

- name of guest
- date to be taken
- name of medication(s) inside
- dosage of medication(s) inside
- time to be taken

For each day of the tour



Frequently Asked Questions:

Can my pharmacy pre-pour my medications for me?

Yes! Most pharmacies are able to package your medications; this is sometimes referred to as “trip meds”. Speak with your pharmacy to see if this will be an option. You may also use a website such as PillPack.com.

I have PRN medications that I do not take every day but would need to have with me on a trip for emergencies. What do I do with them? (PRN medications are given on an “as needed” basis for specific signs & symptoms.)

You will pre-pour your PRN medications just like your regular medication, *but* you will label “PRN” on your singular package. Upon check-in to the bus, let your Tour Coordinator know that you have a PRN aside from your regular medications.

I administer my own medications. I do not need the Tour Coordinator to administer my medications for me. Do I still need to pre-pour my medications?

No. You do not have to pre-pour your medications if you administer your own medications. Guests who self-administer medications do not turn their medications over to the Tour Coordinator. Only guests who would like to have the Tour Coordinator administer their medications to them need to pre-pour their medications.

I take my medication at times outside of the “normal” time frames that medications are usually taken. What do I do

The most common times people take medication is at 8 a.m., Noon, 4 p.m., 5 p.m., 8 p.m., & 10 p.m. However, if you take medication(s) outside those timeframes, mark the *exact time* you take it on your singular package. The Tour Coordinators will administer your medication at the time listed on your singular package.

Examples: 6:30 a.m., 11 p.m., etc.

I have a “special instruction” that goes with one of my medications. What do I do with that information?

Sometimes medications come with “special instructions” such as, “take with food”, “take before breakfast”, “take 30 minutes prior...”, etc. If there is room on your singular package, please write the special instruction under the medication it belongs to. If there is *not* room on your singular package, include the “special instruction” on the MAR, home visit sheet, or on note paper. Upon check-in to the bus, notify the Tour Coordinator of the “special instruction”.

Not all of my medications that I take at a specific time fit into my singular package. What do I do?

Choose singular packages that will best accommodate your medication size & quantity. If you take multiple medications during one time frame, choose a larger singular package to ensure all your medications fit into it properly and you have enough room on the package to label it. If necessary, you may use multiple singular packages. Please remember to label all singular packages accordingly!

I have a medication that is not in a pill or tablet form. What do I do with it?

Guests that require liquid medications, inhalers, insulin, oxygen, or any other form of medication that is not in a pill or tablet form will need to contact the Exceptional Adventures office *prior to the tour* to make arrangements. All medications, including liquid, inhalers, insulin, and oxygen should still be listed on the home visit sheets, MAR, or other notes and be given to the Tour Coordinator upon check-in to the bus.



Exceptional Adventures is excited for you to travel with us! We want you to have a fun, memorable and safe trip. Please review the checklist and information below to ensure that you are fully prepared for your trip.

All too frequently guests miss trips due to staff errors at their agencies. Exceptional Adventures will not give refunds under such circumstances!

WHAT DO I NEED TO BRING WITH ME FOR MY TRIP?

Valid State-Issued Form of Identification:

All guests on all tours are required to bring a **VALID** State-Issued I.D. that must be given to the Tour Coordinator during check-in.

On flight tours, all guests must have a valid Real I.D. or valid passport.

On tours leaving the country, all guests must have a valid passport!

Medication:

If you would like the Tour Coordinator to administer your medications, please make sure all medications are pre-poured. Exceptional Adventures no longer accepts medications in their original prescription bottles or blister packs. Failure to pre-pour medications prior to an Exceptional Adventures trip may result in a guest(s) being turned away from the trip at the time of check-in & not be eligible for a refund. ***Please see Exceptional Adventure's "Medication Policy" for more information about pre-pouring medications.***

Luggage & Carry-on Items:

If you are scheduled for an overnight or multiday tour, please pack only ONE (1) suitcase or duffle bag. We recommend guests use rolling luggage with a pull-up handle. Carry-on luggage will not be accepted. For flight tours, *please refer to your itinerary for luggage size & weight limits. There will be an additional charge for any large & over-weight bags.*

Please do not pack valuables as Exceptional Adventures cannot be responsible for them.

Please refer to your itinerary for a trip specific packing list.

Spending Money:

All tours are all-inclusive. Guests only need to bring money for souvenirs & snacks. If you are going to turn in your spending money to the Tour Coordinator, please ensure your money is in a sealed envelope with your name & starting amount written clearly on the outside. ***Please refer to your itinerary for trip specific spending money amount suggestions.***

IMPORTANT INFORMATION TO KNOW BEFORE YOU TRAVEL:

Vaccine Card:

All guests **MUST** submit a copy of their vaccination card (COVID-19) to Exceptional Adventures **PRIOR** to their scheduled tour. Failure to submit a copy of your vaccination record may result in a guest(s) being turned away from the trip at the time of check-in. If you have not submitted a copy of your vaccination card, please contact the Exceptional Adventures office to make arrangements.

Travel Checklist



Exceptional Adventures

250 Clever Rd. | McKees Rocks, PA 15136

O: 412-446-0713 | F: 412-446-0724

ExceptionalAdventures.com

Facebook.com/ExcepAdventures

CANCELLATION & REFUND POLICY:

All cancellations must be in writing and certified mailed / faxed / emailed to Exceptional Adventures.

Refunds:

1 or 2 day tours, dances & events:

- No-shows or cancellations less than 14 days before the departure/event are non-refundable.
- Cancellations 15-21 days before the departure result in the loss of the deposit. (Excluding New Year's Eve, which is 30 days).

3 days or more tours:

- No-shows or cancellation less than 45 days before departure are non-refundable.

Flight tours, cruises and tours out of the country:

- No-shows or cancellation less than 75 days before departure are non-refundable.

At times - for ground tours only - substitutions (without penalty) may be made for individuals who have cancelled a tour.

Contact Exceptional Adventures to discuss this process.

Travel Checklist:

Use this checklist to ensure you are fully prepared and have packed all necessary items for your trip.

- Read and understand the Exceptional Adventures Cancellation & Refund Policy.**
(Hold Harmless form)
- Submit a copy of COVID-19 vaccination card to Exceptional Adventures prior to trip.**
- Read and understand the Trip Itinerary.** *(Itineraries also found at ExceptionalAdventures.com)*
- Submit updated Guest Information Sheet, Hold Harmless Form and/or I.D. & Medical Card Form.**
(If you need to update any of these forms, they will be included with your itinerary/trip confirmation)
- Valid State-issued I.D. and/or Valid Passport.** *(Passports required for out-of-country tours)*
- Pre-Poured Medication.** *(Please see Exceptional Adventures Medication Policy for more information)*
- Spending Money** *(See trip itinerary for suggested amount)*
- Luggage** *(For overnight & multi-day tours, see trip itinerary for specific packing list)*

Questions before your departure date? Contact Exceptional Adventures at 412-446-0713