QUALITY CARE **QCHF** **HEALTH FOUNDATION**

Director of Nursing Nurse Leadership Training

1

Welcome

- Welcome
- Instructor Introduction
- Participant Introduction
- Class Overview

2

Networking

- Networking is defined as the act of making contact and exchanging information with other people, groups and institutions to develop mutually beneficial relationships.

www.yourdictionary.com

3

The Face of Skilled Nursing

Long Term Care Facilities

- Refers to any range of institutions that provide health care to people who are unable to manage independently in the community.
- Facilities may provide short and long-term rehabilitative services as well as chronic health care management.

5

Skilled Nursing Facilities

"Nursing Homes"
"Convalescent Hospitals"
"Sub Acutes"
"Special Treatment Programs"

6

The Care Continuum Has Changed

- A paradigm shift in health care delivery has occurred over the past 15 years.
- Acute Hospitals discharge sicker people sooner.
- Skilled nursing facilities provide services primarily to persons requiring short-term stays.

7

California's Population is Aging

- 4.5 million people over the age of 65
- Estimated to increase to more than 6.3 million by 2020
- 350,000 Californians are cared for annually by LTC facilities

CAHF 2016

8

Drivers of Demand for Long Term Care

- One Third of people age 75 and older live alone
- Education level is one of the strongest predictors of needing long term care

AARP "Across The States" 2008

9

- Projected that by 2020 there will be a shortage of as many as 10,000 skilled nursing beds

- Only 8 nursing homes have been build in the state since 2005.

CAHF 2016

10

Facility Demographics

- Approximately 1,250 licensed nursing facility in California
- Employ more than 135,000 employees
- Occupancy rates are approximately 87%

CAHF 2016

11

Length of Stay

- Average length of stay is less than 3 months for 83% of the resident population.
- 6% of all residents remain in the facility for one year or more.

CAHF 2016

12

Our Residents

- 61% residents are female, 39% male
- 80% are 75 years old or older
- 58% are White, 18% Hispanic, 11% each Asian/Pacific, & Black

CAHF 2016

13

Resident's Health Characteristics

- Need assistance with transfer 91%
- Need assistance with feeding 69%
- Chair bound 69%
- Incontinent of bladder 55%
- Ambulatory with assistance 35%

CAHF 2016

14

Common Conditions Among Residents

- COPD
- Diabetes
- Heart Disease
- Stroke
- Hip Fracture
- Dementia

15

What our residents are looking for at our facility...

- Excellent quality of care *and* quality of life
- Choice and opportunity
- Caring relationships
- Respect and appreciation as an individual

16

The Team

17

18

Nursing Home Administrator

- Bachelors or Masters in health admin or RN or MD

OR

- 10 years recent experience in nursing home setting

AND

- Completion of 1000 hour AIT program with qualified preceptor
- Pass state and federal licensure exams
- Criminal record clearance
- 40 hours Continuing Ed in 2 year period

19

Administrator T-22

T-22 CCR §72513

"…shall be responsible for the administration and management of the facility."

"…administrator will be responsible for informing the Department via telephone within 24 hours of any unusual occurrences as specified in Section 72541."

20

Certified Nursing Assistant

- 50 classroom hours
- At least 100 hours of supervised clinical training under the immediate supervision of a Director of Staff Development.
- State- approved certification exam
- Criminal record clearance
- 16 hours orientation
- 48 hours CE in 2 year period

21

Activity Director

2 years experience in a social program within the past 5 years, including 1 year in patient activities/health care setting

-OR OT/ROTR, Art , Music, Dance, or Rec. therapist

-OR Complete a 36 hour state approved course

-**AND** Regular consultation from OT, ROTR, or RT

22

Director of Staff Development

RN or LVN satisfying one of the following requirements:

- One year experience as a licensed nurse in a long term care facility providing direct patient care **plus** one year experience in planning, implementing and evaluating nursing educational programs (two years total)

OR

- Have two years full time experience as a licensed nurse with at least one year of direct patient care in a long term care facility. Within 6 months of employment...shall obtain a minimum of 24 hours of training.

23

Social Services Director

F-Tag 250, 42 CFR §483.40(d) requires that all Skilled Nursing Facilities provide "medically related social services to attain or maintain the highest practical resident physical, mental and psychological well-being (OBRA).

- Homes with more that 120 beds are required to have a full time social worker with at least a bachelors degree in social work or similar professional qualifications
- Homes under 120 beds with a social worker without at least a bachelors degree must have consulting from a social worker with at least a bachelors degree that reviews the social worker periodically

24

Dietary Services Supervisor

- Registered Dietician (RD); **OR**
- Bachelor's Degree in food and nutrition, dietetics, or food management and one year of experience in a health care institution; **OR**
- Graduate of a state-approved program that provides 90 or more hours of classroom instruction in food service supervision;
- Training experience in food service in a military service equivalent in content to above.

25

Medical Director

F-Tag 501, 42 CFR §483.70(h)
The medical director is responsible for

- Implementation of resident care policies and
- The coordination of medical care in the facility.

26

Per T-22 CCR §72305

The medical director shall:

- Act as a liaison between administration and attending physicians
- Act as consultant to the DON in matters relating to patient care services
- Be responsible for reviewing employees' pre-employment and annual health examination reports.

27

Working with your Medical Director

"…collaborates with the facility leadership, staff and other practitioners and consultants to help develop, implement and evaluate resident care policies and procedures that reflect current standards of practice."

28

The medical director helps the facility identify, evaluate, and address/resolve medical and clinical concerns and issues that:

- affect resident care, medical care or quality of life; **OR**
- are related to the provision of services by physicians and other licensed health care practitioners.

29

Consultants

Registered Dietitian

Pharmacist

30

Registered Dietician

T-22 CCR §72351(a) "…shall be provided on the premises at appropriate times on a regularly scheduled basis. A written record of the frequency, nature and duration of the consultant's visit shall be maintained"

31

Pharmacist

Per T-22 CCR §72375

   "…The pharmacist shall be responsible for report, in writing, irregularities in the dispensing and administration of drugs and other matters relating to the review of the drug regimen to the administrator and the DON."

32

F-Tag 755, 42 CFR §483.45 &
F-Tag 756, 42 CFR 483.45

"…consults on all aspects of the provision of pharmacy services…"

"Establishes a system of records of receipt and disposition of all controlled drugs…"

"Determines the drug records are in order that an account of all controlled drugs is maintained and periodically reconciled.

33

The monthly pharmacist report will need to be reviewed and recommendations be carried out in a timely fashion by the facility staff. (Drug regimen review, report, irregular, and acted on)

34

Long Term Care Ombudsman

- Authorized by law – Older American's Act
- Primary responsibility to investigate and attempt to resolve residents' complaints
- Pursue resident advocacy in long term care
- Witness execution of Advanced Directives
- 35 local Ombudsman coordinators – 1 State
- Mostly volunteers

http://www.aging.ca.gov/programs/ltcop/contacts/

35

Director Of Nursing
WHO ARE YOU?

36

What were your thoughts regarding the demands and requirements upon entering this role?

What would be your:
- Responsibility?
- Scope?
- Your Vision?

37

Activity
- Notes to self…

38

Who defines your role as the Director of Nursing?

- Company
- Facility management
- Staff
- Residents
- Family
- Outside clients

39

Activity

PART 1
- Individual activity.
- List all the items that describe the role of the Director of Nurses

40

Activity

PART 2
- Table Activity
- Discuss the role of the Director of Nursing
- Pick the top five descriptors of the role

41

Director of Nurses Requirements

42

California Code of Regulations Title 22

- The Director of Nursing Services shall be a registered nurse and shall be employed eight hours a day, on the day shift five days a week.
- The Director of Nursing Services shall have at least one year of experience in nursing supervision within the last five years

43

The Director of Nursing Services shall have, in writing, administrative authority, responsibility and accountability for the nursing services within the facility and serve only one facility in this capacity at any one time.

44

Responsibility of the Director of Nurses

Obligation of the Role:

- Federal Regulations
- State Regulations regarding operations of a Skilled Nursing Facility
- State Board of Nursing Scope of Practice Rules

45

Range or Scope of Role

Director of Nursing Services is:

- The Driver of Quality of Care
- The Relationship Facilitator
- Knowledgeable of Standards and Compliance
- A Developer of Human Resource
- A Customer Service Advocate
- A Systems Analyst

46

Vision

People look to the Director of Nurses for:

- Intentional Culture
- Shared Values
- Creative Environment
- Quality of Service
- Communication
- Resourceful

47

Job Description

- Do I Have One?
- Review it completely
- Where are my competencies in relationship to my job description?
- Where I do I need education and support?
- Who provides me the support that I need?

48

Director of Nurses Oversight per Title 22

- Nursing Service means a service, staffed, organized and equipped to provide skilled nursing care to patients on a continuous basis
- Planning of patient care
- Identification of patient care needs

49

Nursing Services VS Director of Nurses

Title 22 makes a distinction between what the Director of Nurses is responsible for and what the Nursing Services will provide

50

Responsibility of Nursing Services

- Development of individual care plans
- Reviewing, evaluating and updating patients plans of care no later than quarterly and with changes in patient care needs
- Implementing the patient's care plan
- Licensed Nursing personnel shall ensure that patients are served the diets as prescribed by the attending physician

51

Notifying the attending Physician promptly of:

- Admissions
- Any sudden and marked adverse changes in signs and symptoms or behavior exhibited by a patient
- An unusual occurrence involving a patient

52

- A change in weight of five pounds or more within a 30 day period unless a different stipulation has been stated by the patients physician in writing
- Any untoward response or reaction to a medication or treatment
- Any error in the administration of a medication or treatment to patient which is life threatening or presents a risk to that patient

53

- The facilities inability to obtain or administer, on a prompt and timely basis, a medication, treatment, supplies or services which may present a risk to the patient
- All attempts to notify a physician shall be noted in the patient health record including the time and method of communication and the name of the person acknowledging contact
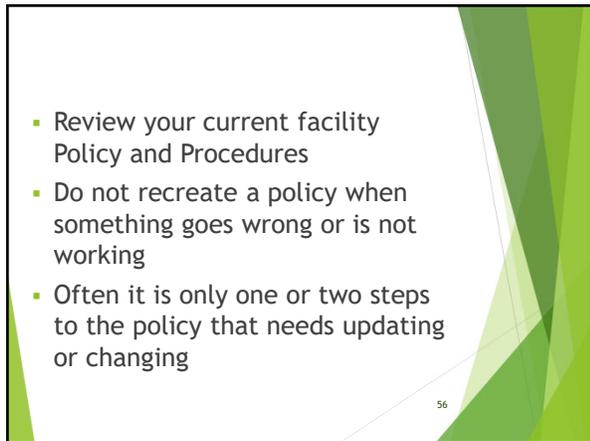
54

Facility Policy and Procedures

55

- Review your current facility Policy and Procedures
- Do not recreate a policy when something goes wrong or is not working
- Often it is only one or two steps to the policy that needs updating or changing

56

- Keep "Best Practices" in mind
- Make sure that when you are training staff or correcting staff that you are aligned with current practice and policies
- As rules and regulations change, double check to see if your policies are up to date.

57

Budgets

58

- Understand the DON's accountability in the facility budget process
- Meet with the administrator to review your budget goals and responsibilities.

59

- What are the facility's monetary resources?
- What are the financial goals of the facility?
- The largest cost factor in budgets is STAFF

60

Budget Busters

- Pharmacy costs
- Over use of dietary supplementation
- Misuse of brief products
- Over use, misuse or waste of central supply products
- Staffing hours/overtime

61

Budget Limitations

- Capital Expenditures
- Controlled Costs
- Bottom – Line or Net Operating Income

BEWARE OF
PROFIT AND LOSS

62

Staffing

Staffing

- Each facility needs to have its daily staffing for RN, LVN, and CNA posted daily for a 24 hour shift in a visible area
- Who is responsible for posting?
- Who is responsible for the staff hiring in your facility?
- Who is responsible for staffing schedules and daily assignments?
- Who can change the assignment on a given shift?

64

Staffing & Federal Regulations

F-Tag 725, 42 CFR §483.35

"To assure that sufficient qualified nursing staff are available on a daily basis to meet residents' needs for nursing care in a manner and in an environment which promotes each resident's physical, mental and psychosocial well-being, thus enhancing their quality of life."

65

Additions to F-Tag 725 is a new F-Tag F-Tag 726 Competent Nursing Staff

▶ "The facility must ensure that licensed nurses have the specific competencies and skill set necessary to care for residents' needs, as identified through resident assessments, and described in the plan of care."

▶ "Providing care includes but is not limited to assessing, evaluating, planning and implementing resident care plans and responding to resident's needs."

66

F-727, 42 CFR §483.35(b)

"…the facility must use the services of

a **registered nurse** for at least

8 consecutive hours a **day**, **7 days** a **week**."

"…the facility must designate a registered nurse to serve as the director of nursing on a full time basis."

"The director of nursing may serve as a charge nurse only when the facility has an average daily occupancy of 60 or fewer residents."

67

Staffing & Title 22

T-22 CCR §7232(a, b, c, d):

▶ Facilities licensed for **59 or fewer beds** shall have at least one Registered Nurse or Licensed Vocational Nurse on duty and awake, at all times, day and night

▶ Facilities **60-99 beds** shall have at least one Registered Nurse or Licensed Vocational nurse on duty and awake, at all times, day and night in the addition of a Director of Nursing Services

▶ **100 beds and greater** shall have a Registered Nurse on Duty and awake, at all times, day and night and in the addition of a Director of Nursing Services

68

Calculating PPD

- Total the number of hours worked each shift by your RN's, LVN's and CNA's
- Divide this total number by the total census for the day (exclude bed holds)
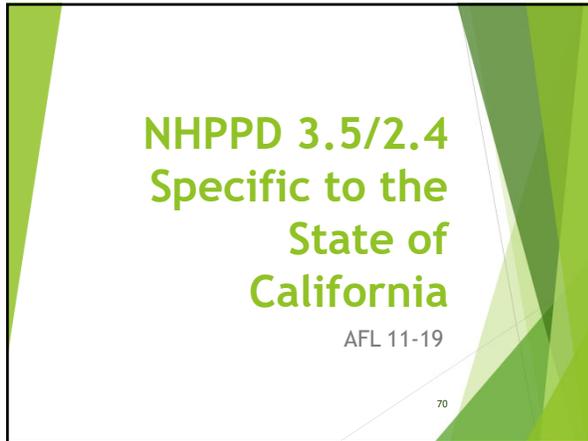- Your final sum equals your nursing hours per patient day

69

NHPPD 3.5/2.4 Specific to the State of California

AFL 11-19

70

State of California-Health and Human Services Agency   California Department of Public Health

NURSING STAFFING ASSIGNMENT AND SIGN-IN SHEET

1. FACILITY NAME_____ 2. DATE OF PATIENT DAY (MM/DD/YY) _____

3. DIRECTOR OF NURSING/DESIGNEE _____

4. SHIFT   1   2   3   5. SHIFT START TIME (HH:MM AM/PM) _____

6. STATION/WING/UNIT/FLOOR _____

7.

NURSING SERVICES ASSIGNMENT	EMPLOYEE NAME	DISCIPLINE	SHIFT START/END	MEAL BREAK START/END	EMPLOYEE SIGNATURE
					x
					x
					x
					x
					x
					x
					x
					x

8. I have reviewed and verified all staffing assignments are true and accurate. Employees not captured in payroll records or employees who are primarily engaged in duties other than nursing services that provided nursing services during the patient day are recorded and their nursing hours to be included in Nursing Hours Per Patient Day are accounted for with an original signature.

     x _____

                           DIRECTOR OF NURSING/DESIGNEE SIGNATURE

CDPH 530 Rev (01/11)   71   1

State of California-Health and Human Services Agency   California Department of Public Health

Census and Nursing Hours Per Patient Day (NHPPD)

1. PATIENT DATE (MM/DD/YY)_____   2. PATIENT DATE START TIME _____
                                         (HH:MM AM/PM)

3. TOTAL LICENSED SKILLED NURSING BEDS _____ 4. CDPH LICENSE # _____

5. FACILITY NAME _____

6. FACILITY ADDRESS _____

7. ADMINISTRATOR _____

8. DIRECTOR OF NURSING/DESIGNEE _____

9. ESTIMATED NURSING HOURS and NHPPD

BEGINNING PATIENT CENSUS:	SCHEDULED TOTAL NURSING HOURS:		SCHEDULED NHPPD:	

10. DAILY CENSUS CHANGES
Add or subtract from the beginning census each event during the designated census period

	Method (a): SHIFT 1 or Method (b): Beginning of patient day	Method (a): SHIFT 2 or Method (b): 8 hours after beginning of patient day	Method (a): SHIFT 3 or Method (b): 16 hours after beginning of patient day
BEGINNING CENSUS			
ADMISSIONS			
DISCHARGES			
TRANSFERS			
DEATHS			
OTHER			
TOTAL NURSING HOURS AT END OF CENSUS PERIOD			

11. ACTUAL NURSING HOURS and NHPPD
This section must be completed at the end of each 24-hour patient day.

AVERAGE PATIENT CENSUS:	ACTUAL/FINAL TOTAL NURSING HOURS:		ACTUAL/ FINAL NHPPD:	

12. I have reviewed the patient census and nursing hours information and acknowledge the information is true and correct.

     x _____
       Director of Nursing/Designee Signature

Staff Posting Specific to Feds

73

F-Tag 732, 42 CFR §483.35(g)

- "The facility must post the nurse staffing data specified … on a daily basis at the beginning of each shift."
- "Public access to posted nurse staffing data."
- "Facility must retain data for a minimum of 18 months…"

74

- What is your daily staffing budget?
- Per Patient Day (PPD) of 3.5 (2.4 CNA)
- Meeting the State mandated level does not take away the potential of insufficient staff
- As a facility, you have to factor in resident acuity and needs for your staffing level

75

Your Staff

- Has your staff received their orientation? (Facility and job specific)
- How and who determines competency and in what areas are you testing or observing competency?
- Who is going to train new staff on facility policies, procedures and resident population?
- What is the facility policy on vacations/time off? and who authorizes, completes the process and keeps staffing documentation of the process?

76

- Registry Staff
- Assignment Policy
- Posting of Schedules and Assignments

77

Scope of Practice

The term "scope of practice" is used to define the actions, procedures, etc. that are permitted by law for a specific profession. It is restricted to what the law permits based on specific experience and educational qualifications

78

- The Nursing Practice Act (NPA) is the body of California law that mandates the Board to set out the scope of practice and responsibilities for RNs.
- The Practice Act is located in the California Business and Professions Code starting with Section 2700.

79

BREAK

80

The Director of Nursing Role...

The Director of Nursing Services has many things to accomplish

81

Managing the Known and Unknown

- Every DON should have a calendar.
- Electronic or paper
- Have only "one' calendar
- Know what needs to be completed on a daily, weekly, monthly, quarterly and annual basis

---

ACTIVITY
Calendars

83

- The calendar should cover 12 months.
- Place hold each one of the events/meetings you are aware of into the calendar for each month
- Monthly, add in employee/staff evaluations to be completed
- Highlight open time.

84

- Keep open time for unknown events
- Keep to your calendar
- Be aware of the time stealers

85

- Every action you perform has a reaction.
- Goal is for every action's reaction to have a positive effect on the total DON workload.
- Make every action count.
- Build a solid foundation of meetings, audits, and paperwork that will lead your team to quality resident care and survey success.

86

Daily
- Stand-Up Meeting – 24 Hour Report (Huddles)
- Risk Management/QAPI/IDT Meetings
- New Admission/Discharges/Incidents
- Fall, Weight Variance/Skin,
- Behaviors/Psychotropic Medication
- Medicare/HMO/Case Management
- Rehab

87

- Review Medical record audits for completion and delegate and follow-up
- Schedule time for resident and family issues in facility
- In/Out basket

88

Monthly

- All Staff Meetings/Education
- Budget Review Meetings
- Quality Assurance Process Improvement and Risk Management meetings
  - ❖ Restraint/Behaviors/Psychotropic Medications (GDR-Gradual Dose Reductions
  - ❖ Weight Variance/Skin Conditions
  - ❖ Fall/ Incident & Events/ Safety
  - ❖ Infection Control/Antibacterial Stewardship(McGreer/Loeb Criteria)

89

- Staff Evaluations
- Quality Measure CASPER/Quality Measure report Review
- Pharmacy Report Review
- Registered Dietitian Report Review

90

- Quality Assurance Process Improvement
- 5 Star Review/ Quality Metrics

91

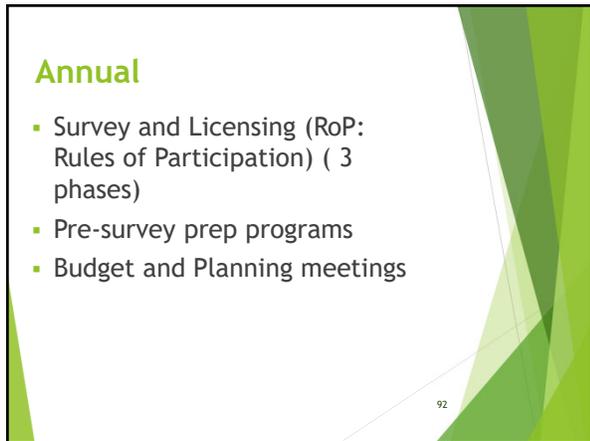## Annual

- Survey and Licensing (RoP: Rules of Participation) (3 phases)
- Pre-survey prep programs
- Budget and Planning meetings

92

Activity
Finish Calendars

93

A Day in the Life of a DON

94

- Walking in the door: What are your initial observations?
- Review the tasks that you have scheduled for the day
- How much time is allotted for each task?
- Staffing: Review census and staff ratio for PPD and staff required postings for accuracy
- Check assignment sheet /daily schedule

95

- Check to see that current staffing is posted in a visual area and correct for the entire day.
- If any orienting staff members, take time to greet them.
- Review 24-hour report for changes in status/unusual occurrences/census changes/incident and accident follow-up needs
- Make sure that required reporting events are called/faxed in per regulation to CDPH.

96

Goal is that you find a way to have practice and policies that guides everyone to:

- Complete and accurate assessment
- Complete and accurate clinical documentation through resolution
- A check list of areas that prompt nursing documentation that represent the resident
- Follow up on all unusual occurrences and follow regulatory guidelines and requirements
- Identification of weight loss or gain, reporting to physician and care planning
- Follow up to faxes/emails/telemed notes that have not been answered. Process for the nurse to call the primary physician timely and follow up when there is no response

97

24 Hour Report

- 24 Hour Report (paper or electronic)
- Alert Charting
- Unusual Occurrence Report
- Target Behavior Monitoring
- Weight tracking reports
- RD recommendations
- Pharmacy recommendations/concerns
- Physician Orders/Faxes

98

Round Book

99

Resident Name: _Dorothy Jones_____   Rm#: ___12B_____   MD: __Dr Smith_____
Admit Date: ____5/26/12___ DX: _LRI, COPD, Rheumatoid Arthritis, Insomnia, Constipation_
GT: ___ Dialysis: ____ Hospice: ___ Cath: ___ DM: ___ Pacemaker: ___ CPR: _X_ DNR: ___
Other: _Plans to discharge home to independent living, with husband_

Date	Resident Current Issues	C/P	NN	Order	IDT
5/26/12	Admit Med A	X	X	X	X
	LRI	X	X	X	
	ABO Cipro x 7 dys, last dose 6/2/12	X	X	X	
	PT	X		X	
	OT	X		X	
5/30/12	-7# since admit	X	X		X
6/1/12	Order ST, and shakes w meals 60cc	X	X	X	X
6/2/12	RD - no order changes, wt variance note done	X	X		X
6/2/12	s/p ABO LRI	X	X		
6/4/12	F/U CXR	X	X	X	
6/4/12	F/U CXR negative	X	X		
6/4/12	PT dc'd - RNA amb 3xwk	X	X	X	
8/15/12	Fall w/c-bed self -transfer	X	X		X
8/16/12	R hip X ray r/t pain s/p fall Negative	X	X	X	X

100

- Do walking rounds
- Focus on resident safety
- Participate in 24-Hour stand-up review process as applicable (facility practice/policy)
- Delegate incident and accident follow-up for cause and effect analysis (root cause)
- Check for any resident concerns and grievances that may have been reported and completed or delegate follow-up

101

Key Focus Areas

Prepare for and attend scheduled meetings: Be aware of the schedule time and length of each meeting
- 24-Hour Report
- Medicare meeting
- Risk Management/QAPI/IDT meetings
  - Falls/Patient Safety
  - Weight meetings
  - Psychotropic (New, increases, gradual dose reductions, behavioral changes
  - Infection Control
  - Restorative
- All Staff
- Orientation meetings
- Individual Department meetings (CNA/Licensed Nursing, etc)

102

- Open Door/Closed door schedule
- Prioritize/Balance your day
- Take time for breaks/lunch as breathing spaces in your day.
- Gather your thoughts, de-stress, and re-energize

103

REDUCE YOUR STRESS LEVEL

Meditation Exercise

104

Organization

- Become focused on task completion
- Take care of things on time, do not let them pile up
- Plan for paper work and desk time on your calendar
- Check your calendar at the beginning and end of the day
- Pick a time to answer emails/correspondence

105

Be Prepared for the Known and the Unknown

- Be prepared for meetings.
- Plan for and calendar your time off and vacations.
- Have information folder at home:
  - ❖Staffing calendar for the month with phone numbers of staff
  - ❖Emergency preparedness numbers
  - ❖Management team numbers[106]

Control Available at Your Fingertips

- Phone numbers for fire, water, emergency alarm system
- Maintenance phone number
- Map of the facility with extinguishers, exits, evacuation route listed
- Medical Director's phone number
- Pharmacy numbers
- Lab and X-Ray numbers

107

Find ways to ensure that events and systems are being followed through each day.

108

What some facilities look like...

109

How we all want our facility to look...

110

California Culture Change Coalition
www.calculturechange.org

Action Pact
www.culturechangenow.com

Institute for Caregiver Education
www.caregivereducation.org

Pioneer Network
www.pioneernetwork.net

The Green House Project
http://www.thegreenhouseproject.org/

Eden Alternative
http://www.edenalt.org/

111

LUNCH

112

**IMPLEMENTING A QAPI
PROCESS TO COMPLY WITH
CMS EXPECTATIONS TO
IMPROVE QUALITY OF CARE**

113

QAPI: Learning Objectives

- Review what QAPI means and how CMS is expecting facilities to adopt a data-driven, proactive approach to improving quality.

- Understand how Root Cause Analysis (RCA) can play a role in your QAPI process

- Understand Quality Measures/Metrics, Quality Reporting and Nursing Home Compare

114

Regulatory

115

QAPI and ACA

Section 6102 (c):

- Secretary shall establish and implement a QAPI program in facilities that includes the development of standards related to QAPI through regulations

- The Secretary shall provide technical assistance to facilities on the development of best practices in order to meet standards

116

F-Tag 865,866,867,868 : 42 CFR §483.75

QAPI Program/Plan; QAPI/QAA Data collection and monitoring; QAPI Improvement activities: QAA Committee

117

Quality Assurance

118

119

120

121

IT'S QAPI TALK TIME

QA **PI**

QUALITY
ASSURANCE

PERFORMANCE
IMPROVEMENT

QAPI is a plan to improve your quality

122

ACA

Facilities are required to have a QAPI program in place within one year of when the regulation becomes final (11/28/2017)

Resource: http://www.reginfo.gov/public/dp/eAGendaMain

123

QAPI

QAPI

at a Glance:

A Step by Step Guide to Implementing Quality Assurance and Performance Improvement (QAPI) in Your Nursing Home

124

QAPI Toolkit

125

	QUALITY ASSURANCE	PERFORMANCE IMPROVEMENT
Motivation	Measuring compliance with standards	Continuously improving processes to meet standards
Means	Inspection	Prevention
Attitude	Required, reactive	Chosen, proactive
Focus	Outliers: *"bad apples"* Individuals	Processes or Systems
Scope	Medical provider	Resident care
Responsibility	Few	All

126

Design and Scope

Governance and Leadership

Feedback, Data Systems & Monitoring

130

Performance Improvement Teams (PIP) (Phase 3 of RoP)

131

Systems Analysis & Action Plan

Plan

Act

Do

Check

132

12 ACTION STEPS TO QAPI

133

134

Root Cause

Why?

1) Why?
2) Why?
3) Why?
4) Why?
5) Why?

135

"To address this mistake we must use root-cause analysis. I'll begin by saying it's not my fault."

136

Root Cause Analysis Key Concepts

Safety › "Why?" › Analysis › Action Plan

Plan → Do → Check → Act → (cycle)

137

Guide to Root Cause Analysis in LTC

Gather & Document › Fill in the Gaps › Analyze › Action Plan › Evaluate

138

RCA PIP Template

This template can be used to document the completed RCA PIP process, including follow-up actions and measures. Revise it as necessary to meet your needs.

Team Facilitator: Date RCA Started: _____ Date Ended: _____

Team Members:

Name	Position	Name	Position

142

WHY???

- Regulatory
- Survey and Certification
- Nursing Home Compare
- 5 Star Ranking
- Customer satisfaction
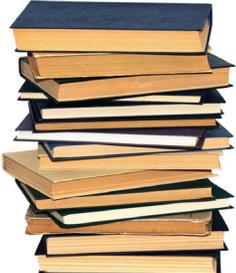- ACO participation
- CMS Quality Reporting

143

Guidelines, Education, and Best Practices

144

Websites on Selected Quality Topics

- http://www.nhqualitycampaign.org/
- http://www.ahrq.gov/professionals/education/curriculum-tools/teamstepps/index.html
- http://www.patientsafety.va.gov/professionals/onthejob/cognitive.asp
- www.interact2.net
- http://www.ihi.org/knowledge/Pages/HowtoImprove/default.aspx

145

Activity
QAPI

146

BREAK

147

Reimbursement

148

- The DON needs to understand where payment resources come from within his/her respective facility

- The awareness in understanding nursing cost components in relationship to the care provided and the reimbursement for that care is a critical process in your role

149

Payer Sources

Most common payer sources are:
- Medicare Part A and Part B
- Medical
- Health Maintenance Organizations
- Supplemental Insurance
- Military retirement or dependent coverage
- Private Payer

150

Medicare

- PDPM: Patient Driven Payment Model
- An all inclusive rate
- Residents specific characteristics drive the payment rate
- Nursing focused
- Understand PDPM MDS Schedule
- Determine Principle Diagnosis classifications
- Medicare requirements for coverage still remain

151

PDPM Basic Elements

- The Resident requires skilled services on a daily basis
- 5 days a week of at least one therapy
- 7 days a week of skilled nursing
- Daily Services only provided in the inpatient SNF setting
- The Services must be reasonable and necessary
  - Must be consistent with the nature and severity of the individual's illness or injury
  - The services must also be reasonable in terms of duration and quantity

152

- 5 day MDS is completed that will pay for the duration of the stay
- Interim Payment Assessment (IPA) can change the reimbursement
- First three days are paid at a higher rate
- After day 20 of stay, the rate decreases each day
- Focus is on principle diagnosis for stay
- Non ancillary diagnosis also impact reimbursement
- Therapy falls into different categories
- Pharmacy impacts your reimbursement

153

Who Drives the MDS?

Accuracy in Medicare payment is reflective of accuracy of the MDS that is completed at the facility which includes:

Determination of primary diagnosis

Nursing level needs

Therapy level needs

Non-therapy ancillary determination

154

Individuals responsible for the accuracy of the Minimum Data Set (MDS)

Interdisciplinary Team:

- MDS Coordinator (Nursing)
- Social Services
- Dietary/RD
- Activities
- Therapy (PT/OT/ST)

155

- Refer to MDS form on CMS website or in your facility to see areas that are covered under Medicare
- It is important that all DON's participate in assuring that the MDS's are as accurate as possible
- Quality Measure Reports are a great tool to use to assure MDS accuracy

156

- Weekly Medicare Meetings to review resident progress help with therapy, nursing and social work
- Monthly Triple Check process to review billing accuracy on RUG rates, therapy billing, pharmacy billing and central supply

157

- Nursing documentation is critical in supporting the resident physical, psychosocial and functional status to support Medicare reimbursement
- Daily charting in required by Medicare to show how the resident is progressing. This documentation is done by nursing as well as therapy and should reflect the resident's functional status from both disciplines

158

Medi-Cal

Medi-Cal is a State funded payment resource for those residents who have applied for State aid and have been approved to receive State aid for healthcare services. Long Term Care Facilities are paid under AB1629 for the State of California

159

- Payment to the facility is not based on the Minimum Data Set Assessment though these assessments are still required, they do not drive the Medical payment process
- Each facility will receive a daily rate for each resident that is funded under Medi-Cal and the daily rate varies by facility by the number of Medi-Cal clients that live within that specific facility.
- Also based on cost reports sent to the State. Currently, payments are based on cost reports of 2 years prior

160

Facilities are paid for a seven day bed hold when residents are out of facility for a short period of time, however, the rate is reduced when the resident is admitted to acute hospitals and not on another type of leave of absence

161

- Medi-Cal in an all inclusive payment resource
- Room rates, nursing services, medications, treatments, laboratory services, some DME (durable medical equipment) etc., are all included in the daily reimbursement rate.
- If a Resident has Medicare Part B, then there are some services that the Medi-Cal client may have reimbursed such as therapy, some laboratory, etc.

162

Health Maintenance Organizations

- Health Maintenance Organizations vary but all are usually paid by specific contracts that have been negotiated at each facility or facility group and paid at a contract level.
- Some Health Maintenance Organizations pay by the same PPS rating system that Medicare provides
- These organizations may also have contracts outside of your facility for specific Medication services, IV therapy, DME, Rehabilitation Services, etc.

163

The facility must have a system of securing
- "Pre-Authorization"
- "Re-Authorization"

164

Supplemental Insurance

- Supplemental insurance pays copayments or supplements a facility daily rate.
- These types of insurance pay a certain amount of dollars each day based on resident need.
- A monthly report stating resident ADL level to support the payment amount.

165

Military Retirement Dependent Coverage

- Be wary
- Assure documentation supports the care provided

166

Private Pay

- The resident or their responsible party are paying the full amount of the bill
- Therapy, medications, treatments, DME, need to be discussed for payment authorization prior to ordering.
- Residents and responsible parties will need to know that the facility will have to provide emergent services as needed and the financial responsibility will fall to the Resident/responsible party.

167

DON's should review central supply usage, pharmacy usage, etc., to assure financial compliance:

- Medication administration records
- Treatment administration records
- Treatment and medication carts
- Central supply storage areas
- Laboratory and X-Ray bills

168

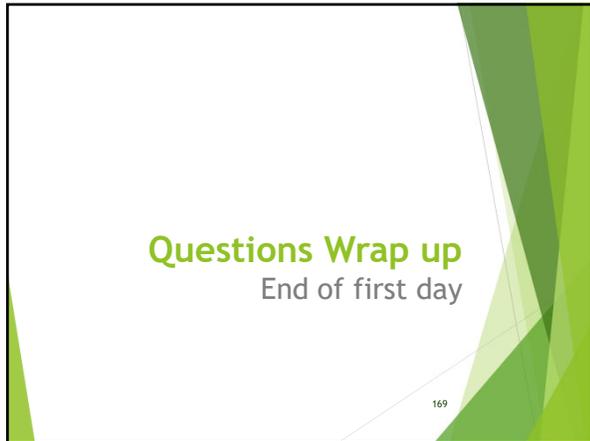## Questions Wrap up
End of first day

169

Quality Measures

170

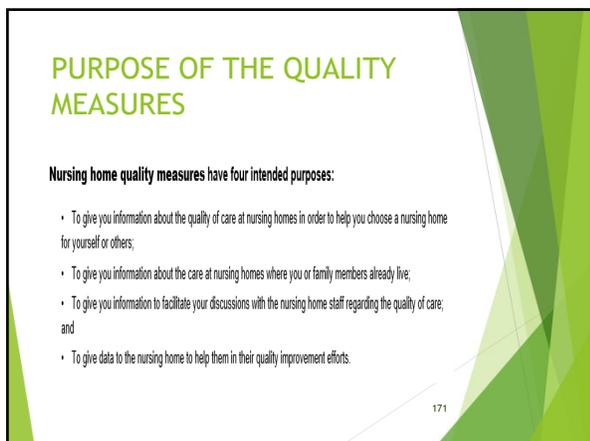## PURPOSE OF THE QUALITY MEASURES

Nursing home quality measures have four intended purposes:

• To give you information about the quality of care at nursing homes in order to help you choose a nursing home for yourself or others;

• To give you information about the care at nursing homes where you or family members already live;

• To give you information to facilitate your discussions with the nursing home staff regarding the quality of care; and

• To give data to the nursing home to help them in their quality improvement efforts.

171

Episode – May span one or more stays

- Period of time between an admission Entry record(A0310F=01 and A1700=1) and a Discharge, Death in Facility record, or end of target period.
- An episode continues into the new stay after a discharge and readmission when:
  - ➢ The resident returned within 30 days of discharge return anticipated

175

Cumulative Days in Facility (CDIF):

Total nursing home days in an episode.

176

Short-Stay:

CDIF is less than or equal to 100 days at the end of the target period

Long-Stay:

CDIF is greater than or equal to 101 days at the end of the target period

177

Target Date:

- The event date for an MDS record
- The entry date
- The discharge date
- The ARD

178

Numerator:

The actual number of residents who had the QM condition

-QM UTI = resident was coded in section as having a UTI during the 30 day look back period

Denominator:

The number of facility residents with assessments during the target period.

179

Exclusions:

Residents whose MDS is not counted into the numerator and/or denominator.

180

The Calculation

NUMERATOR

÷

DENOMINATOR

X 100

=

Percentage of residents
with the QM condition

181

Record Selection

▪ Episode of care ends or is ongoing during the target period.

▪ All OBRA and PPS assessments with episode of care during the target period are included, with some exceptions:

▪ Admission assessments excluded from QM with comparison data.

182

CASPER Report / MDS 3.0 Facility Quality Measure Report

183

CASPER Report
MDS 3.0 Resident Level Quality Measure Report

Page 428 of 428

Facility ID:
Facility Name:
CCN:
City/State:
Data was calculated on: 11/22/2011

Report Period: 05/01/11 – 10/31/11
Run Date: 12/29/11
Report Version Number: 1.00

Note: S = short stay; L = long stay; X = triggered; b = not triggered or excluded

Resident Name	Resident ID	A0310A/B/F	SR Moderate/Severe Pain (S)	SR Moderate/Severe Pain (L)	Hi-Risk Pressure Ulcer (L)	New/Worsened Press. Ulcer (S)	Physical Restraints (L)	Falls (L)	Falls w/Major Injury (L)	Psychoactive Meds Without Condition (L)	Antianxiety/Hypnotic Med (L)	Behavior Symptoms Affecting Others (L)	Depressive Symptoms (L)	Urinary Tract Infection (L)	Catheter Inserted and Left in Bladder (L)	Lo-Risk Res Loss Bowel/Bladder Control (L)	Excessive (Weight) Loss (L)	Need for Increased ADL Help (L)	Quality Measure Count
Discharged Residents																			
	2D266405	03/03/11	b	b	b	X	b	b	b	b	b	b	b	b	b	b	b	b	1
	2D266407	03/03/10	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	0
	2D266408	03/03/10	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	0
	2D266409	03/03/11	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	0
	2D266412	03/04/10	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	0
	2D266413	03/04/11	b	b	b	X	b	b	b	b	b	b	b	b	b	b	b	b	1
	2D266415	03/04/10	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	b	0
	2D266414	03/04/11	b	b	b	X	b	b	b	b	b	b	b	b	b	b	b	b	1

This report may contain privacy protected data and should not be released to public.

184

Nursing Home Compare

	APPLEWOOD CARE CENTER	CALIFORNIA AVERAGE	NATIONAL AVERAGE
New Percentage of short-stay residents who made improvements in function. *Higher percentages are better.*	NOT AVAILABLE	60.3%	63.5%
New Percentage of short-stay residents who were re-hospitalized after a nursing home admission. *Lower percentages are better.*	NOT AVAILABLE	21.1%	21.1%
New Percentage of short-stay residents who have had an outpatient emergency department visit. *Lower percentages are better.*	NOT AVAILABLE	10.3%	11.5%
New Percentage of short-stay residents who were successfully discharged to the community. *Higher percentages are better.*	NOT AVAILABLE	49.5%	53.0%
Percentage of short-stay residents who self-report moderate to severe pain. *Lower percentages are better.*	37.5%	12.3%	17.1%
Percentage of short-stay residents with pressure ulcers that are new or worsened. *Lower percentages are better.*	8.5%	0.9%	1.3%
Percentage of short-stay residents assessed and given, appropriately, the seasonal influenza vaccine. *Higher percentages are better.*	66.7%	81.0%	80.3%
Percentage of short-stay residents assessed and given, appropriately, the pneumococcal vaccine. *Higher percentages are better.*	79.3%	91.4%	81.1%
Percentage of short-stay residents who newly received an antipsychotic medication. *Lower percentages are better.*	0.0%	1.5%	2.2%

185

MDS BASED QUALITY MEASURES

186

- High Risk PU (l)
- Physical Restraint (l)
- Falls (l)
- Falls with maj. Injury (l)
- Antipsychotic Rx (s)
- Antipsychotic Rx (l)
- Antianxiety/hypnotic (l)
- Behavior Affecting others (l)
- Depression Sx(l)
- UTI (l)
- Cath inserted/left, cont. (l)

- Low Risk loss of B/B continence (l)
- Excessive wt loss (l)
- Increase ADL help (l)
- Move indep (l)
- Improvement in funct. (s)

- SNF QRP
    Pressure ulcer/injury

187

+ NEW MDS & CLAIMS BASED QMS

New

MDS
Based Quality Measures

188

- Percentage of *Short-Stay* Residents Who Made Improvements in Function
- Percentage of *Long-Stay* Residents Whose Ability to Move Independently Worsened
- Percentage of **Long-Stay** Residents who Received Antianxiety or Hypnotic Medication

189

New Quality Measures 10-01-2020

▶ Changes in skin Integrity Post Acute Care: Pressure Ulcer/Injury

▶ Drug Regimen Review Conducted with follow – up for identified issues- PAC SNF QRP

▶ Application of IRF Functional Outcome Measure: Change in self-care (NQF# 2633)

▶ Application of IRF Functional Outcome Measure: Change in mobility (NQF# 2634)

▶ Application of IRF Functional Outcome Measure: Discharge Self-Care Score (NQF# 2365)

▶ Application of IRF Functional Outcome Measure: Discharge Mobility Score (NQF#2636)

190

CLAIMS
BASED QUALITY MEASURES

191

Overview of Claims-Based Measures

▪ Measures use Medicare claims, with additional information from the MDS

▪ All are short-stay measures that only include those residents who were admitted to the NH following an inpatient hospitalization

▪ Measures are risk-adjusted, using items from claims, the enrollment database and the MDS

192

Claims-Based Measures only include
Medicare
PDPM
beneficiaries

Excludes Medicare Advantage enrollees

193

- Percentage of Short-Stay Residents Who Were Re-hospitalized After a Nursing Home Admission
- Percentage of Short-Stay Residents Who Were Successfully Discharged to the Community
- Percentage of Short-Stay Residents Who Have Had an Outpatient Emergency Department Visit

194

- The accuracy of your interdisciplinary team that are completing the MDS 3.0 will lead to the accuracy of the Quality Measures
- Data is entered from facilities throughout continually
- Your Quality Measure Nursing Home Report is available through the CASPERA system that your MDS coordinators have access every month
- The Quality Measures takes the MDS 3.0 information and updates it quarterly into Nursing Home Compare System available to the public

195

- Your surveyors have access to your Quality Measure Report and will use it to prepare for survey
- Only National percentages will be used by your surveyors (75 percent and above)
- They will not review Influenza and Pneumococcal data

196

- How well you and your staff know your residents
- Complete accurate MDS's
- Develop appropriate resident centered care plans
- Evaluate your Quality Measure results monthly for accuracy and Quality Assurance and Improvement and compare those results with your risk management tracking
- Leads to Successful Outcomes

197

Leadership

198

Leadership - *Why is it so important in LTC?*

RESULTS
Strategic
Profit/Loss
Accounts Receivables
Marketing
Personnel
Workers Compensation
Quality Assurance

People
(not buildings or equipment)

Meet Staffs Core Needs

Leaders/Manager

199

Leadership

- Influences others to accomplish a mission, task, or objective
- Directs the organization in a way that makes it more cohesive and coherent

200

What is Leadership?

- Things you know
- Things you know how to do
- Patterns or behavior
  - Habits
  - Attitude
  - Drive

201

Trait Theory

- Some personality traits may lead people naturally into leadership roles
- Leadership comes naturally, do not necessarily make great followers

202

Great Events Theory

- A crisis or important event may cause a person to rise to the occasion
- May bring out extraordinary leadership qualities in an ordinary person

203

Transformational Leadership Theory

- People can choose to become leaders
- People can learn leadership skills

204

ACTIVITY
PERSONALITY TEST

205

Popular Sanguine Personality

Strength Traits:
- Spirited
- Sociable
- Cheerful
- Inspiring
- Talker

206

The Powerful Choleric Personality

Strength Traits:
- Adventurous
- Competitive
- Resourceful
- Positive
- Confident

207

The Perfect Melancholy Personality

Strength Traits:
- Analytical
- Detailed
- Scheduled
- Loyal
- Perfectionist

208

The Peaceful Phlegmatic Personality

Strength Traits:
- Adaptable
- Peaceful
- Friendly
- Diplomatic
- Listener

209

210

"80% of the population spends 80% of their time in Q4 when they should be in Q2"

-Stephen Covey

211

"One of the tests of leadership is the ability to recognize a problem before it becomes an emergency"

-Arnold Glasow

212

Making a Personal Plan

- Assess your strengths
- Evaluate your weaknesses
- Seek other opinions
- Plan your step for personal improvement
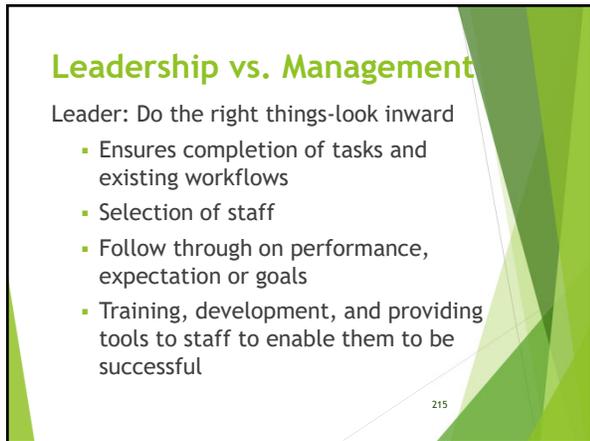- Ask for help

213

Activity
It's all about me

214

Leadership vs. Management

Leader: Do the right things-look inward

- Ensures completion of tasks and existing workflows
- Selection of staff
- Follow through on performance, expectation or goals
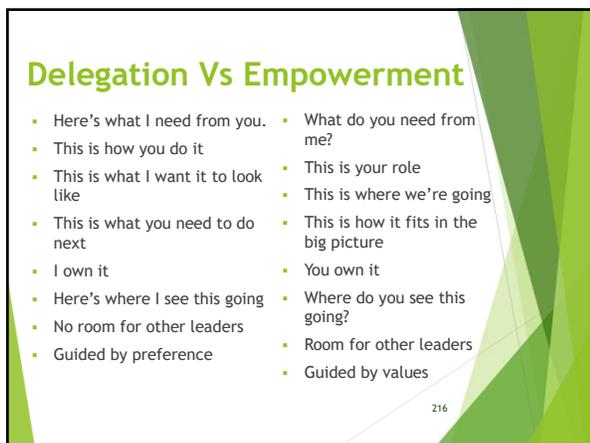- Training, development, and providing tools to staff to enable them to be successful

215

Delegation Vs Empowerment

- Here's what I need from you.
- This is how you do it
- This is what I want it to look like
- This is what you need to do next
- I own it
- Here's where I see this going
- No room for other leaders
- Guided by preference

- What do you need from me?
- This is your role
- This is where we're going
- This is how it fits in the big picture
- You own it
- Where do you see this going?
- Room for other leaders
- Guided by values

216

Do the right thing…

- Develop and articulate a vision and mission statement for yourself (and follow it)
- Provide the structure, processes and procedures to fulfill the vision (creative)
- Create and environment/culture that creates meaning for the staff (passionate)
- Serve as a role model (integrity)
- Get results-Motivates people/team to be better (change agent)

217

Mission and Vision Align

We exist to enhance the lives of those we serve and above all keep our residents first!

Sample Core Values
- **Resident first**
- **Take care of staff**
- **Ask them what they want and need**

Financial rewards follows great care!

218

Mentoring and Leadership

- Do you lean toward developing others or you doing things yourself?
- If you do not mentor well or consistently, what are some of the reasons?
- Have you been personally mentored by someone?
- Do you currently have a mentor? If so, what have you learned from your mentor in the last six months that you apply to your life today?
- Would others in your organization consider you a good mentor?
- Does mentoring others fulfill or frustrate your?

219

220

Activity

Write your own mission statement

221

BREAK

222

Culture of Quality

223

- Inspired and committed leadership
- Building a sense of team
- Building on intrinsic motivation to provide loving care
- Building the self-worth of the work force by giving them a say in the delivery of care

224

Positive Practices

- Wages and benefits (vacation, sick, pension, health insurance)
- Flexibility in schedules
- Training and career ladders
- Effective and selective interview/hiring
- Job previews
- Adequate orientation
- Opportunities for advancement

225

Motivational Practices

- Sufficient staffing
- Attention to emotional and religious passages in life
- Organizing care schedules to minimize stress to residents and caregivers
- Involvement of aides in care planning
- Involvement of staff in decision making
- "Coaching" approach to staff development

226

Cultural Competency

Facility Culture:
- Residents
- Staff

Potential negative impacts on staff satisfaction

227

1. Commit to addressing Cultural Diversity
2. Assess the level of cultural competency in the organization
3. Address bias and celebrate diversity

228

Seven Essential Elements of Coaching Approach

1) Create a relationship with the worker
2) Provide positive, constructive feedback
3) Elicit the worker's perspective
4) Re-frame the issue
5) Help the worker solve the problem for herself
6) Help plan action steps and make a mutual commitment to follow up
7) Hold the worker accountable

Paraprofessional Healthcare Institute
http://phinational.org/training/phi-coaching-approach%C2%AE-supervision-introductory-skills-supervisors-home-and-residential

229

Effective Retention Practices

- Transportation subsidy
- Injury prevention training
- Team building activities
- Stress management skill development
- Peer mentoring
- Consistent Assignment
- Cultural Competency training

230

Consistent Assignments

- Staff care for the same residents on at least 80-85 percent of their shifts.
- This means on at least four of five days, evenings and nights, the resident has the same caregivers.
- Research shows improved outcomes, improved resident, family and staff satisfaction

231

Advancing Excellence in Americas Nursing Homes

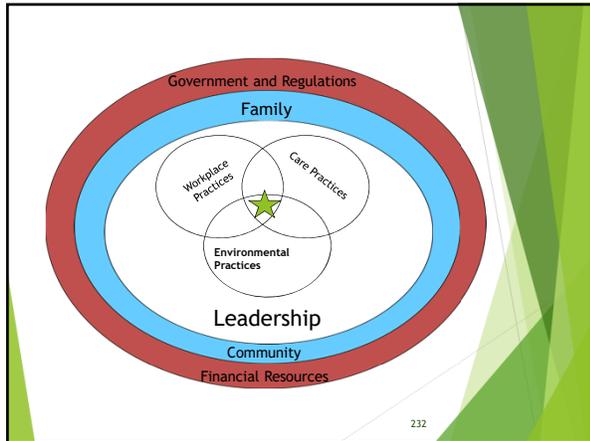"It was character that got us out of bed, commitment that moved us into action, and discipline that enabled us to follow through"

-Zig Ziglar

Lunch

Regulatory

235

Highly Regulated Industries

- Commercial Nuclear Energy
- Air Traffic Control
- Skilled Nursing Facilities

236

Laws and Regulations

- State: California Codes, Laws and Regulations
- Federal: Code of Federal Regulations

237

How a Bill Becomes a Law

1. Citizens develop or suggest an idea for a bill.
2. Members of the House of Representatives or the Senate propose the bill.
3. The House and the Senate vote to approve the bill.
4. The governor signs the bill. If he or she chooses not to sign the bill, it is called a veto.
5. If the bill is vetoed, another vote can be taken. If more than 2/3 of the House and the Senate vote to approve it, the bill becomes a law.

238

Difference Between Statute & Regulation

Statutory Law is an enactment by the competent Legislature, which has received the assent of the President or the Governor as the case may be.

Rules and Regulations emanate from these Statutory Laws, with a view to apply and administer those laws on the masses by the concerned authorities.

Both carry the weight of law.

239

The Codes that most often impact SNFs:

- Business and Professional
- Health and Safety
- Labor
- Welfare and Institutions
- Probate

240

California Code of Regulation

- Title 22, Division 5, Chapter 3 for SNF, Chapter 8 for ICF/DD, Chapter 2.5 for Certified Nurse Aid training programs
- Title 17 – Reportable Diseases, and DD requirements
- Title 24 – Building standards code

California Law Consists of 29 Codes

http://leginfo.legislature.ca.gov/faces/codes.xhtml

241

Code of Federal Regulations

- 42 CFR Part 483, Subpart B – Requirements for Long Term Care Facilities
- Appendix P – Survey Procedures
- Appendix PP – F-Tag

https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_pp_guidelines_ltcf.pdf

242

Some requirements are both state and federal

CLIA (Clinical Laboratory Improvement Act)

- CFR - 493.15 and CA B&P Code 1202.5
  - Certification of Waiver that allows NHs to conduct certain low risk lab tests (BG, urine tests, fecal blood) in the facility
  - Annual application and fee
  - Must be posted

243

How the government gives us new info….

- **All Facility Letters (AFLs)**
  Updates and interpretations from CDPH Licensing and Certification
- **Survey & Certification Letter (S&Cs)**
  Updates and interpretations from Department of Health and Human Services (CMS)

244

Does the DON need to be an expert in regulation and laws?

- Impossible
- Be a generalist
- Be aware of the places where you can and will bump up against these requirements and address them in your policies and procedures
- Know how to quickly reference the language of the requirement when you have a question or a need.

245

Standards of Care

246

- All professions have them. Peer reviewed.
- The degree of care or competence that one is expected to exercise in a particular circumstance
- What a reasonable, prudent professional would do in similar circumstances based on his or her education, experience, institutional policies and procedures, and external standards.

247

Resources for Standards of Practice

- American Nurses Association
- Institute for Healthcare Improvement
- Nation Guideline Clearinghouse
- National Quality Measures Clearing House
- Long Term Care Internet Resources, Nebraska Healthcare

248

Survey

THE FACILITY'S ANNUAL CHECK-UP

250

Licensure vs. Certification

- Facility must be licensed to offer services in this state.
- Facility must be federally certified to participate in the Medicare program
- Certification is voluntary.
- CMS contracts with CDPH to conduct the initial and annual certification surveys
- CDPH also conducts initial and annual licensing surveys

251

State Licensing Survey

Will be conducted annually, except for facilities "without" a Class AA, A, or B state violation within 12 months of the last survey will receive an inspection every two years

252

- To the extent possible, the licensing surveys will be conducted at the time of the annual certification visit.
- A survey workbook will be used to systematically assess the facility's compliance.
- Includes mostly T22 but also some H&S and W&I codes. What ever are more precise and stringent than the federal regulations

253

Federal Certification Surveys

- Occur at least annually and no later than every 15 months
- Unannounced
- Last 3 to 14 days
- Revisits – may do if deficiencies are identified
- Can also use federal process for complaint investigations
- Can impose penalties up to decertify from Medi Care program

254

Federal Survey Process

Starts before they get to your building
- CASPER REPORTS
- FACILITY CHARACTERISTICS
- OMBUDSMAN
- QM REPORT

255

Inside The Survey Process

- Investigation Techniques

  - **Observation (more focused)**
  - **Interview**
  - **Record Review**

- *INVESTIGATE FURTHER…..*

256

Survey Tasks

- Task 1 – Off Site Preparation
- Task 2 - Entrance Conference
- Task 3 – Initial Tour
- Task 4 – Sample Selection
- Task 5 – Information Gathering
- Task 6 – Information Analysis for Deficiency Determination
- Task 7 – Exit Conference

257

Use Surveyor Data Review Process

- **CASPER 3** Report- Facility History Profile
- **CASPER 4** Report- Full Facility Profile

258

259

Complaint Visits/State Citations

- Department will investigate all complaints and self report events
- May or may not do an "On Site" for self report events
- Will issue state citations and F-Tags – Known as **duel enforcement**
- Citations will come with penalties of a fine.
- F tags there are levels of penalties

260

Abbreviated Survey Process

- Federal Survey Process
- Conduct 100% of complaint reports
- Entity reported incidents (ERIs/self reports), will also most likely be investigated utilizing the abbreviated survey process

261

Abbreviated Survey Process

All complaints are triaged:

- IJ High within 24 hours
- Non IJ High within 2-10 days
- Non IJ Medium within 45 days
- Low Risk by or in conjunction with annual

262

The Scope and Severity Grid

Immediate Jeopardy to Resident Health or Safety	J	K	L
Actual Harm that is not Immediate Jeopardy	G	H	I
No Actual Harm with Potential for More than Minimal Harm that is not Immediate Jeopardy	D	E	F
No Actual Harm with Potential for Minimal Harm	A No remedies No POC	B	C
	ISOLATED	PATTERN	WIDESPREAD

263

Types of State Citations

- **AA:** Meets definition of an A violation + was a direct proximate cause of patient's death
- **A:** Imminent danger of death or serious harm to patients or a substantial probability of death or serious physical harm to patient
- **B:** Has direct or immediate relationship to a patient health, safety or security. Can include emotional and financial elements

264

Plan of Corrections

Must answer the 5 bullet points:

1) What corrective actions(s) will be accomplished for the patient(s) identified to have been affected by the deficient practice.

2) How other patients having the potential to be affected by the same deficient practice be identified, and what corrective action will be taken

3) What immediate measures and systemic changes will be put into place to ensure that the deficient practice does not recur.

4) A description of the monitoring process and positions of persons responsible for monitoring...to ensure corrections are achieved and sustained.

5) Dates when corrective action will be completed.

265

Abuse Prevention and Reporting

DON Survival "Need to Know"

266

CA W & I Code
T-22 CCR §15610.07

"Abuse of an elder or a dependent adult" means either of the following:

- (a) Physical abuse, neglect, financial abuse, abandonment, isolation, abduction, or other treatment with resulting physical harm or pain or mental suffering.

- (b) The deprivation by a care custodian of goods or services that are necessary to avoid physical harm or mental suffering.

267

Abuse...

268

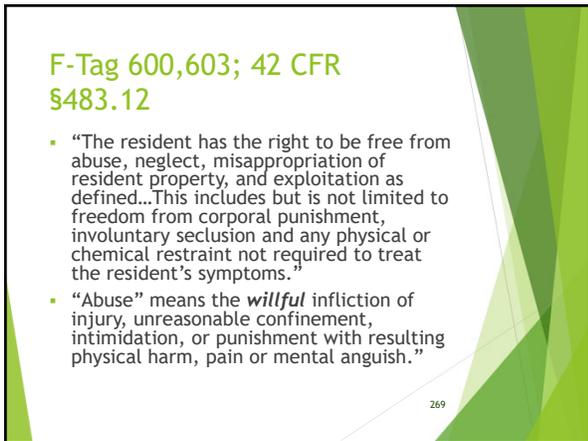## F-Tag 600,603; 42 CFR §483.12

- "The resident has the right to be free from abuse, neglect, misappropriation of resident property, and exploitation as defined...This includes but is not limited to freedom from corporal punishment, involuntary seclusion and any physical or chemical restraint not required to treat the resident's symptoms."
- "Abuse" means the *willful* infliction of injury, unreasonable confinement, intimidation, or punishment with resulting physical harm, pain or mental anguish."

269

F-Tag 602, 42 CFR §483.12(a)

- Staff Treatment of Residents
- Cited for deficiencies concerning mistreatment, neglect or misappropriation of resident property.
- "Neglect" means failure to provide goods and services necessary to avoid physical harm, mental anguish, or mental illness.

270

F-Tag 607, 42 CFR §483.12(b)

"The facility must develop and implement written policies and procedures that prohibit and prevent abuse, neglect, and exploitation of residents and misappropriation of resident property."

271

The Policy & Procedure will include:

- Screening
- Training
- Prevention
- Identification
- Investigation
- Protection
- Reporting

272

Screening

- Must have procedures to screen potential employees
- Includes attempting to obtain info from previous employers
- Checking appropriate licensing and certification boards.
- State Law requires CNA certificate verification

273

State law also requires that all potential staff be cleared by checking the OIG website at:

https://oig.hhs.gov/exclusions/exclusions_list.asp

274

Training

- W&I Code 15655 - requires Attorney General
- Training Material must be used as part of training program with staff.
- "Your Legal Duty: Reporting Elder and Dependent Adult Abuse"
- No longer available for purchase
- Will be uploaded to the AG website at
  http://ag.ca.gov/bmfea/index.php

275

Training is Prevention Too

- Appropriate management of aggressive behavior and catastrophe intervention
- How to report concerns without fear of reprisal
- How to recognize signs of burnout, frustration, and stress
- What constitutes neglect, abuse, misappropriation of property

276

Prevention Strategies

- Analysis of environment to decrease stress, and identify areas of seclusion
- Sufficient staff on each shift
- Sufficient supervision to catch early signs
- Early intervention
- Effective assessment and care planning of resident behaviors that may lead to conflict or neglect.

277

Identification and Investigation

- Every report or allegation
- Define "injury of unknown origin" and describe procedures on how to id events, trends, patterns
- Procedures to:
  - Investigate
  - Identify staff responsible for investigation and reporting
  - Protect residents during the investigation

278

Abuse reporting…

279

Failure to Report Abuse

- "B" Citation from L&C
- Up to $1000 and/or six months in county jail (misdemeanor).
- Up to one year and/or $5000 in county jail in event of willful failure to report abuse resulting in death or great bodily injury.

280

Response To Abuse

- Necessary corrective action as indicated by investigation
- Report to state registry or licensing authority any actions by court of law indicate they are unfit for employment
- Analyze to determine if changes to policies and procedures are warranted

281

F-Tag 609, 42 CFR §483.12(c)

- Requires facilities to report:
- <u>Alleged</u> violations involving abuse, neglect, exploitation or mistreatment, including injuries of unknown source and misappropriation of resident property are reported immediately
- To...
  - The facility Administrator *immediately*
  - Other officials in accordance with State law (CDPH) w/in 24 hours

282

"Report the results of all investigations must be reported to the administrator/designee and to other officials in accordance with state law (CDPH) within 5 working days of the incident, and if the alleged violation is verified appropriate corrective action must be taken."

283

State Reporting Requirements Mandated Abuse Reporting

- W&I Code § 15600 et seq
- Health practitioners;
- Administrators and all employees of SNFs and ICF/DDs (any 24 hour health facility)
- Clergy
- Care Custodians
- Any employee of DPH, DSS and RCs as well as Ombudsman, Public Guardian & protection/advocacy agencies

284

Required to Report...

- Observed or known incidents that reasonably appear to be abuse
- Allegations by an elder or dependent adult that he/she has been abused or
- Reasonably suspected incidents of abuse

285

Alleged or Suspected Abuse Reporting by the Facility to CDPH

Health and Safety Code §1418.91

- Requires facilities to report:

  - Incidents of alleged abuse or suspected abuse
  - Abuse is defined as conduct described in W&I Code Section 15610.07(a & b)
  - To CDPH immediately or within 24 hours

  Many providers fax or/and call, make sure to keep fax receipt to prove that it was done!

286

Reporting Methods To Local Ombudsman or Law Enforcement

- Telephone report (as soon as practically possible) and
- Written report within 2 working days (Form SOC 341).

287

BREAK

288

Elder Justice Act

Report a *suspicion* of a **crime** to:

CDPH L&C

AND

Local Law Enforcement

If the reportable event results in serious bodily injury it must be reported within 2 hours

If no serious injury must be reported within 24 hours

289

QUESTIONS?

Do you have to report an allegation made by person with MI or dementia?

Do you have to report resident to resident altercations?

290

Other reporting requirements

291

Unusual Occurrences

T-22 CCR §72541:

"Occurrences such as epidemic outbreaks, poisonings, fires, major accidents, death from unnatural causes or other catastrophes and unusual occurrences which threaten the welfare, safety or health of patients, personal or visitors shall be reported by the facility within 24 hours either by telephone (and confirmed in writing) or by telegraph to the local health officer and the Department."

Unusual Occurrences (cont.)

- Incident report retained on file for 1 year
- Must provide pertinent related information
- Every fire or explosion which occurs in or on the premises shall also be reported within 24 hours to the local fire authority or, in areas where no organized fire service, to the State Fire Marshall
- Failure to report = B citation

293

What is a Physical Restraint?

T-22 CCR §72082

"…physical restraint means any physical or mechanical device or material attached or adjacent to a patient's body that the patient cannot remove easily, which has the effect of restricting the patient's freedom of movement."

294

F-Tag 604,605, 42 CFR §483.10(e)(1)

"The resident has the right to be free of any physical or chemical restraints imposed for purposes of *discipline* or *convenience* and *not required to treat the resident's medical symptoms*."

295

Guidance to surveyors:

"Physical Restraints are defined as any manual method or physical or mechanical device attached or adjacent to the resident's body that the individual cannot remove easily."

296

What is a fall?

F-Tag 493, 42 CFR §483.25(d)

Accidents

Guidance to surveyors:

Fall "refers to unintentionally coming to rest on the ground, floor or other lower level but not as a result of an overwhelming external force (e.g., resident pushes another resident). An episode where a resident lost his/her balance and would have fallen, if not for staff intervention, is considered a fall. A fall without injury is still a fall. ..when a resident is found on the floor, a fall is considered to have occurred."

297

Psychiatric Emergencies

- Section 5150 Welfare and Institutions Code
- allows a qualified officer or clinician to involuntarily confine a person deemed to have a mental disorder that makes them a danger to him or herself, and/or others and/or gravely disabled
- A "qualified officer" means any California peace officer, as well as any specifically designated county clinician.

298

Do you have to report a fall as an unusual occurrence?

299

Reporting of Communicable Diseases & Outbreaks

T-22 CCR §72537 & T-22 CCR §72539:

"All cases of reportable communicable disease shall be reported to the local health officer…"

"Any outbreak or undue prevalence of infectious or parasitic disease or infestation shall be reported to the local health officer …"

300

T-17 CCR §2500(b)

"It shall be the duty of every health care provider, knowing of or in attendance on a case or suspected case of any of the diseases or condition listed below, to report to the local health officer...any person who is suspected to be suffering from one of the diseases or conditions listed below..."

301

Report must be done within 24 hours, and there will be ongoing reporting until the outbreak is gone.

302

DISASTER PREPAREDNESS

303

Federal Regulation Requirements

The facility must have **detailed written plans and procedures to meet all potential emergencies and disasters**, such as fire, severe weather, and missing residents.

304

The facility **must train all employees** in emergency procedures when they begin to work in the facility, periodically review the procedures with existing staff, and carry out unannounced staff drills using those procedures

305

California Regulations

- T-22 CCR §72551 (et al)
- Food & water for clients and staff
- Essential medical supplies
- Hygiene/infection control
- Emergency utilities
- Emergency transfers/admits
- Evacuation Plan

- Chart of Authority
- Disaster "tag" & relocation record
- PIO
- Procedures for recalling and assigning staff
- Make sure that the physical plant is safe & secure
- Up to date plan and drills

306

California Health Alert Network CAHAN

- System that alerts to
  - Communicable disease outbreaks, mass emergencies, or disasters, bio-terrorism activities
  - CAHAN website:
    - CAHAN.CA.Gov
      - >"forgot user id or password"
      - >find your county
      - >email the contact listed

307

CAHF's Disaster Preparedness Program

- Supports the integration of long term care into disaster planning and response efforts throughout the state of California
- Provides its services to ALL residential long term care in CA
- Resources are available free online at http://cahfdisasterprep.com/

disaster preparedness program dpp

308

Resources available…

Education

- Trainings throughout the state
- *Really Ready: Disaster Preparedness for Long Term Care*

Coordination/Collaboration

- Workshops bringing together providers and responders with other stakeholders

Resource Development

- Website
- *Pandemic Influenza Workbook for LTC Providers*
- LTC-specific Incident Command (07-08)
- Respiratory Protection Initiative (07-08)[309]

BREAK

310

Advanced Care Planning

311

- Individuals should be aware of what options are available if, when and during life-limiting events or when serious illnesses occur
- Some of the hardest decisions we have to make as are those that impact our loved ones at the end of our life

312

End of life usually revolves around the thought that individuals have a life expectancy of six months or less to live

313

- For a nursing facility, it is important to know what the wishes are of an individual should a life limiting or serious illness arise
- The facility should have mechanisms in place to honor a residents end of life treatment preferences regarding the extent or limitations in which they want treatment and services applied on their behalf

314

When a resident enters your facility, there should be a practice upon admission to discuss the resident's wishes "should" an event arise and assure that those wishes are clearly noted in the residents clinical record.

315

If the resident is not their own responsible party or does not have capacity, the facility will need to determine who is the legally recognized decision maker.

316

The resident, their responsible party, the physician and the facility all need to be on board in regards to carrying out the residents wishes.

317

Education regarding expected disease process, diagnosis and prognosis needs to be given to the resident, and responsible party.

318

POLST

- Physician Orders for Life-Sustaining Treatment
- POLST was initially developed in Oregon in collaboration with Oregon Health Sciences University and Kaiser Permanente

319

The POLST is most appropriate for seriously ill persons with life-limiting or terminal, illnesses or advanced frailty characterized by significant weakness and extreme difficulty with personal care activities.

320

- The POLST form remains with the resident from care setting to care setting
- It is bright pink so that it is easily visualized and stands out
- The original form follows the resident on every transfer or discharge (maintain copy in chart)

321

- The POLST does not replace traditional Advanced Directives
- Advanced Directives are recommended for all adults
- Advance Directives express your wishes and appoints someone to carry out those wishes on your behalf when you can no longer do so. It is your voice being heard when you can not longer speak

322

- The POLST form is voluntary
- Can be completed by the resident and their nurse, social worker or doctor
- The doctor signs the orders making them official immediately
- The result is that the POLST provides health care workers with a tool to follow the residents plan

323

Clarifying End of Life Terms

- It is important that the staff in your facility understand the terms regarding care at the end of life and verify what individuals mean by these terms (resident, responsible party, Physician

324

Palliative Care

- Palliative care is the medical specialty focused on relief of pain, stress and other debilitating symptoms of a serious illness
- It is not dependent on prognosis and can be delivered at the same time as a treatment that is meant to cure you
- The goal is to try and prevent suffering and provide the best possible quality of life

325

End Stage

- The last phase of a coarse of a serious disease (end stage COPD, end stage renal insufficiency, dementia, cancer etc.)

326

Hospice

- Hospice is a program or facility that provides special care for people who are near the end of life and for their families.
- Hospice care can be provided at home, in a hospice or another freestanding facility, skilled nursing facility or hospital.

327

- Hospice can be discussed during a life-limiting illness.
- By law, the decision to participate in hospice belongs to the resident or their responsible party if the resident can no longer make that decision on his or her own.

328

Health care professionals can all enter into the conversation regarding hospice with the resident and/or their responsible party.

329

Hospice - a Medicare A benefit

- A resident in a Skilled Nursing facility cannot be receiving Medicare A benefits for therapy and nursing needs and receive Hospice coverage.
- Once the facility is not longer accessing Medicare A benefits, hospice can then step in as applicable or desired by the resident.

330

Once hospice always hospice…

This is a false statement
- Residents can enter and leave hospice multiple times
- The criteria for entering hospice is six months or less to live as determined by the resident's physician
- A resident, however, can show signs of recovery

331

- The facility needs to have a hospice contract in place with the hospice provider
- Hospice will contact the resident's physician to make sure that they agree to hospice and that it is appropriate for the resident at this time

332

- The resident will have to sign a consent form and appropriate insurance forms
- Medicare forms will also tell the resident how electing the Medicare Hospice benefit will affect their other Medicare coverage

333

- Hospice typically provides a team consisting of a physician, nurses, social workers, counselors, home health aides, clergy, therapists and volunteers
- Medications, supplies, equipment and other services are provided related to the "terminal diagnosis"

334

Facility and Hospice Communication…

The facility must integrate the hospice plan of care into the facilities resident plan of care

- What are we going to do for the resident
- When will we notify hospice of changes
- What will hospice do to support the resident

335

A resident's transfer to a hospice program triggers a Significant Change of Condition MDS.

336

Hospice is a wonderful collaborative program with the nursing facility and brings a very person centered approach to end of life care

337

Care Recommendations

- Compassion and Respect at the End of Life
- Steps and Tools to help nursing homes with good end of life care
- Endorsed by CMS and CDPH
- Available at www.coalitionCCC.org

338

339

END OF PROGRAM WRAP UP

340