

OPERATOR TRAINING FOR ASSISTED LIVING

AH225 Operator Training Course 2 hours credit Prerequisite: none

This course will prepare the student to be an operator of assisted living facilities, residential health care facilities, home plus and adult day care facilities. After successful completion of the course, the student is eligible to take the state exam approved by Kansas Department of Health & Environment on the principles of assisted living.

TEXTBOOKS:

None, printed materials will be utilized

REFERENCES:

Kansas Department of Health and Environment: Adult Care Home Regulations, 1993.

Kansas State Board of Nursing: Kansas Nurse Practice Act, 1996.

Dietary Guidelines for Healthy Americans

Functional Capacity Screen form and manual

COURSE OBJECTIVES:

At the conclusion of this course, students should be able to:

1. Discuss assisted living as a conceptual model for housing with services for older adults.
2. Identify strategies, which can be used to reduce the stress of caregiving.
3. Demonstrate a basic knowledge of the aging process and common chronic diseases found in older adults.
4. Perform a functional assessment screen and develop a negotiated service agreement.
5. Identify strategies for working effectively with family members, case managers and service providers
6. Demonstrate knowledge of Kansas laws and regulations which govern the operation of adult care homes.
7. Discuss strategies for management of behavioral symptoms in residents with dementia.
8. Identify basic principles in providing for the nutritional needs of older adults and safe food service management.
9. Discuss principles of an effective record system.
10. Demonstrate a basic understanding of fire safety and emergency procedures.
11. Demonstrate competency as an operator in an adult care home by successfully passing the

operator examination.

TOPICAL OUTLINE OF UNITS:

- I. Assisted living as a concept for delivery of services to residents
 - a. Resident choice, autonomy and independence
 - b. Home-like environment
 - c. Housing with services.

- II. Caring for the caregiver
 - a. Principles of problem solving
 - b. Stress reduction strategies
 - c. Networking.

- III. Working with residents
 - a. Resident rights
 - b. Identifying resident responsibilities to the facility
 - c. Development of an effective community governance system
 - d. Using the Long-Term Care Ombudsman program as a resource for residents and facility staff.

- IV. Prevention of abuse, neglect and exploitation and reporting requirements
 - a. Review of statutes and regulations related to abuse, neglect, and exploitation of residents
 - b. Mandatory reporting
 - c. Required posting of information
 - d. Education of staff on prevention of abuse, neglect and exploitation of residents.

- V. The aging process
 - a. Review of normal aging
 - b. Common clinical problems found in older adults

- VI. Admission, transfer and discharge of residents
 - a. Review of regulations and statutes related to admission, transfer and discharge of residents
 - b. Development of admission transfers and discharge criteria
 - c. Advance directives.

- VII. Functional capacity screen
 - a. Regulatory requirements related to functional capacity screen
 - b. Item by item review of operational definitions to be used in performing the functional capacity screen
 - c. Determining when a health care plan is needed.

- VIII. Development of a negotiated service agreement
 - a. Providing services versus coordination services
 - b. Strategies for involving resident and others in the development of the negotiated service plan
 - c. Documenting the negotiated service plan.

- IX. Designing systems for delivery of services
 - a. Factors affecting the decision to provide or coordinate a service
 - b. In-house services
 - c. Coordination with outside service providers
 - d. Services provided by family and friends.

- X. Working with families
 - a. Listening skills
 - b. Effective communication techniques
 - c. Assisting families to deal with grief/guilt and problems related to being in the "sandwich generation"
 - d. Resident rights versus family concerns
 - e. Developing family support groups.

- XI. Working with health care professionals and unlicensed staff
 - a. Review of Kansas Nurse Practice Act
 - b. Models for providing nursing care.

- XII. Management of behavioral symptoms - a positive approach
 - a. Training staff to care for residents with behavioral symptoms
 - b. Role of the licensed nurse in providing services to residents with behavioral symptoms.

- XI. Nutrition and food preparation
 - a. Basic nutritional needs of elders
 - b. Monitoring the resident's nutritional status
 - c. Meeting cultural, ethnic and regional food preferences
 - d. Involving residents in development of menus
 - e. Basic principles of food sanitation
 - f. The role of the dietary manager and/or dietitian.

- XII. Meeting residents psycho-social needs
 - a. Development of a meaningful activity program
 - b. Community services
 - c. Using volunteers.

- XIII. Creating a home-like safe environment
 - a. Housekeeping/maintenance
 - b. Enhancing the resident's personal space
 - c. Fire and emergency preparedness.

METHODS OF INSTRUCTION

Classroom instruction will include lecture format and group discussions. Audiovisuals may include videos, slides, handouts, and transparencies.

METHODS OF EVALUATION

Final grade determination will be determined by quizzes and the final exam.