To be used for assisted living facility direct care staff who is not a licensed health care professional acting within the scope of the requirements of his/her profession, who is not a certified nurse aide, who has not graduated from a Virginia Board of Nursing approved educational curriculum from a Virginia Board of Nursing accredited institution for nursing assistant, geriatric assistant or home health aide, or who has not been approved under 22 VAC 40-71-630 C 3.

Name of Facility: ____________________________________________

Address of Facility: __________________________________________

Phone Number of Facility: ______________________________________

Name of Facility Representative Submitting Form: ____________________________

Title of Facility Representative: ____________________________ Date Submitted: ________

Who provides the training?

Name: ________________________________________________________

Professional status: ____________________________________________

How many clock hours of instruction does this curriculum involve? ________________

Does the training include the following: (Check all that are included. If not included, indicate why not and how information will be taught. Also indicate number of hours of instruction for each section.)

____ I. Introduction to The Uniform Assessment Instrument and the Individualized Service Plan for Direct Care Staff. [Introduction, does not replace need for additional training for staff completing the assessment or developing the service plan].

____ A. Purpose and basis in regulation
____ B. Staff roles and responsibilities
____ C. The team approach to planning care
____ D. Coordination of services
____ 1. Rehabilitative/Habilitative
____ 2. Home health
____ 3. Mental health
____ 4. Hospice
____ 5. Medical
____ 6. Family and private duty
____ 7. Social services
____ E. Recreational and social activities
II. Care of the Elderly. Address each topic about its impact on the resident's functional status, communication abilities and rights issues.

A. Physical and psychological aspects of aging
B. Physical, intellectual, emotional and social needs of the elderly
C. Common health problems:
   1. Cardiovascular [stroke, heart problems]
   2. Musculoskeletal degeneration
   3. Sensory impairments

III. Residents with Special Conditions. Address each topic about its impact upon the resident's functional status, communication abilities and rights issues.

A. The mentally retarded resident
B. The mentally ill resident
C. The resident with cognitive deficits
   1. Definition of "serious" cognitive deficit
D. The resident with a history of substance abuse
E. Residents with aggressive behaviors [Introduction, does not replace need for additional training as required by regulation]
   1. Etiology of behaviors (health conditions and disease states)
   2. Verbal, physical, and sexual aggression
      a. Toward self
      b. Toward others and property
   3. Behavior management principles, positive support, and care planning
F. Residents with physical disabilities
   1. Sensory impairments
   2. Physical impairments

IV. Residents with special health care needs

A. Diabetic care
B. Oxygen therapy and respiratory needs
C. Wound and skin care
D. Special nutritional care
E. Assistive and prosthetic devices
F. Incontinence care and management
G. Substance abuse
H. Other special care needs
   1. The resident with cancer
   2. Terminal care
   3. The resident receiving dialysis
   4. Other
V. **Introduction to Restraints.** [Introduction, does not replace need for additional training as required by regulation]

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____ A. Definition of restraints
____ B. The resident's right to be free of restraints and pertinent regulation
____ C. Hazards related to restraint usage
____ D. Facility policy regarding restraint usage
____ E. Restraint avoidance and reduction

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VI. **Transfer and ambulation**

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____ A. Body mechanics
____ B. Bed mobility and positioning
____ C. Assisting from bed to chair and return
____ D. Transferring to and from a wheelchair
____ E. Transferring to shower and tub and return
____ F. Transferring to and from a commode
____ G. Assisting to ambulate with walker, crutches, and cane
____ H. Transferring to motor vehicles

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VII. **The provision of personal care.** Address each topic about its impact on the resident's functional status, communication abilities and rights issues.

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____ A. The importance of personal care to the resident
____ B. Dignity while rendering care
____ C. Assisting the resident to eat
____ D. Mouth, teeth, and denture care
____ E. Shaving
____ F. Nail care
____ G. Bathing (tub, shower, bed)
____ H. Bed-making (occupied and unoccupied)
____ I. Elimination
____ J. Back rub and skin care
____ K. Hair care
____ L. Assisting to dress
____ M. Eyeglasses and hearing aids
____ N. Personal items and valuables
____ O. Recognizing changes in the resident's physical condition
____ P. Restorative services
   ____ 1. Psycho-social training
   ____ 2. Re-orientation/Reality orientation
   ____ 3. Supportive independence
VIII. First Aid and Injury Prevention

A. Common accidents
B. Accident prevention
C. Staff responsibility/First Aid techniques
D. Content/location of First Aid Kit

IX. Infection control

A. Policies and procedures
B. Handwashing
C. Communicable diseases

X. Meals and nutrition

A. Normal and therapeutic diets
B. Cultural and ethnic food patterns
C. Individuals likes and dislikes
D. Nutritional consideration

Please attach the curriculum. Instruction should be approximately 40 hours.

To Be Completed By Licensing Staff and Returned to the Facility

Name of ALF: __________________________________________________________

Approval is of the ALF direct care staff training – 22 VAC 40-71-630 C 4.

_____ Approved   _____ Not Approved

________________________
Signature

________________________
Title

________________________
Date

Direct Care Staff should have a certificate of training completion given to them and maintained in their file.