

AL TSA/DDA/BHA IPAC SUBCOMMITTEE MEETING

Administrations and Divisions:

Home & Community Services (HCS), Residential Community Services (RCS), Behavioral Health Administration (BHA),

Developmental Disabilities Administration (DDA), Division of Behavioral Health and Recovery (DBHR), Office of the Deaf & Hard of Hearing (ODHH)

July 14, 2020 from 9 a.m. – noon

No In-Person Locations available.

Please register for IPAC Subcommittee AL TSA/BHA/DDA on July 14, 2020
starting at 9:00 AM PST at:

<https://attendee.gotowebinar.com/register/7982740694599152141>

After registering, you will receive a confirmation email containing information about joining the webinar.

Welcome and Introductions – Office of Indian Policy Dr. Marie Natrall/Brenda Francis-Thomas

- Welcoming
- Invocation
- Announcements
- Roll Call

Aging and Long-Term Services Administration – Marietta Bobba; Ann Dahl

- Covid-19 check-in and sharing
- Tribal Initiative Updates:
 - Squaxin Island Tribe
 - Nisqually Tribe
 - Makah Tribe
 - Lummi Nation
 - American Indian Community Center

- Fall Tribal Summit
- Aging & Disability Resource Center Outreach – American Indian Health Commission, Lexie Bartunek, AL TSA
- Long-Term Care Trust Act – Vicki Lowe, American Indian Health Commission
- Adult Protective Services Check-In – APS staff
- Adult Family Homes – Long-Term Care Foundation –Bob LeRoy
- PACE program expansion to Spokane County and Snohomish/King County border.
- Budget Updates

Developmental Disabilities Administration – Justin Chan

- DDA Furlough Impacts
- [COVID-19 Updates](#)
- 2020 Community Summit Update
- DDA clients with tribal affiliation (self-identified) and receiving DDA services
- **Contract with DDA:**
 - **Community residential providers** are contracted statewide with the DDA to provide residential services to adult clients. Services include:
 - Supported Living
 - State Operated Living Alternatives
 - Group Training Homes or Group Homes
 - Alternative Living
 - Companion Homes
 - To receive services an individual must be:
 - At least 18 year of age
 - Eligible and enrolled in DDA services and Medicaid
 - On or approved for the CORE Waiver or the Community Protection Waiver
 - Assessed by DDA as needing services in a supported living setting
 - [Group Homes](#): Group Homes are community-based, residential facilities that typically serve 5- to twelve adults. The homes provide 24-hour instruction and support services for individuals with developmental and/or intellectual disabilities. The services are based on individual need and shared support within a household. Services are offered in an integrated setting and support personal power, choice and full access to the community. Individuals pay monthly based on their income, which covers food and shelter.
 - [Interested in Becoming a Certified Supported Living Provider?](#) Follow the steps below:
 - Apply for a business license
 - Complete an [application](#)

- Mail the complete application packet to Management Services Division, Business Analysis and Application Unit (BAAU) at DSHS.
 - For US Postal Mail: ALTSA BAAU, PO Box 45600, Olympia, WA 98504-5600
 - For Federal Express: ALTSA BAAU, 4450 10th Ave SE (Blake West), Lacey, WA 98503
- [Additional DDA Contracts available to Tribes](#). See Contracting and [Frequently Asked Questions](#)
 - Community Guide and Engagement
 - Positive Behavioral Support and Consultation
 - Environmental Accessibility Adaptations
 - Etc...
- [Developmental Disabilities Administration Eligibility](#) – To be found eligible as a client of DDA, a person must:
 - Be a Washington State resident;
 - Have evidence of a qualifying developmental disability that began before age 18; and
 - Have evidence of substantial limitations.

The Revised Code of Washington [71A.10.020\(5\)](#) defines a developmental disability as:

- a disability attributable to intellectual disability, cerebral palsy, epilepsy, autism, or another neurological;
- other condition of an individual found by the secretary to be closely related to an intellectual disability; or
- to require treatment similar to that required for individuals with intellectual disabilities, which originates before the individual attains age eighteen, which has continued or can be expected to continue indefinitely, and which constitutes a substantial limitation to the individual.”
- [DDA Eligibility Flow Chart \(PDF\)](#): An overview of the process to apply for DDA eligibility and services.
 - [Intake and Eligibility](#) – Complete the required forms and documents. You can request a packet by filling out a [Service and Information Request](#) (<https://www.dshs.wa.gov/dda/service-and-information-request>) or by returning the information listed below:
 - [Request for DDA Eligibility Determination Form \(14-151\)](#)
 - [Consent \(14-012\)](#)
 - [Notice of Privacy Practices for Client Confidential Information \(03-387\)](#)
 - [Washington State Voter Registration](#) for applicants age 18 or older
 - Documents that support that you have a developmental disability, as described in [DSHS Form 14-459 Eligible Conditions Specific to Age and Type of Evidence](#) such as:
 - Educational records
 - Psychological records
 - Medical records
- For any questions, requests or comments, please reach Justin Chan chanjk@dshs.wa.gov or your [Local DDA Tribal Liaison](#)

- COVID-19 Updates
- BHA Liaison update
- Trueblood Updates: (BHA is would like to continue with meetings and set up chances to work with Tribes through web platforms. Please contact Teva Weissman at teva.weissman@dshs.wa.gov for more information.
 - Forensic Navigator Program

Closing

Agenda Items for next meeting:

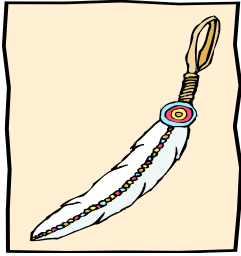
Next meeting is on August 11, 2020 from 9 a.m. to 12 p.m.

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July 14, 2020 from 9 a.m. – noon

Welcome and Introductions – Office of Indian Policy Dr. Marie Natrall/Brenda Francis-Thomas

- Welcoming
- Invocation
- Announcements
- Roll Call

• Present	Attendee	Role		Present	Attendee	Role
X	Ann Campbell	WA Dept. of Commerce		X	Bob LeRoy	
X	Ann Dahl	AL TSA Tribal Initiative Project Manager		X	Teva Weissman	DSHS BHA Acting Tribal Liaison
X	Brenda Francis-Thomas	DSHS Office of Indian Policy Region 3 North				
X	Christina Martinez	Skokomish Tribe		X	Doralee Sanchez	Lummi Nation
X	Jeremy Monson	Jamestown S’Klallam Tribe Elders Program		X	Margaret Carson	Muckleshoot Tribe
X	Justin Chan	DDA Co-Chair Statewide Tribal Liaison		X	Harmony Roebuck	Puyallup Tribe
X	Lexie Bartunek	AL TSA ADRC		X	Paula Hughes	AL TSA APS
X	Marie Natrall	DSHS OIP Region Manager 3 South		X	Vicki Lowe	AIHC Executive Director

X	Marietta Bobba	DSHS AL TSA Tribal Administrator/Tribal Liaison		X	Janet Gone	DSHS OIP Region 1 Manager
X	Marilyn Scott	Upper Skagit Tribe Vice-Chair/IPAC Delegate		X	Charlene Meneely	Quileute Tribe Interim Human Services Director
X	Nicole Earls	HCA Tribal Liaison		X	Alec Graham	DSHS AL TSA
X	Tim Collins	DSHS OIP Senior Director		X	Samuel Cooke	DSHS AL TSA
X	Tyron Friday	Nisqually Tribe		X	Raina Peone	HCA Tribal Liaison

Aging and Long-Term Services Administration – Marietta Bobba; Ann Dahl

- **Covid-19 check-in and sharing:** Nisqually Tribe is in phase 2 of reopening. They recently had a fireworks display and tested 37 people. They are awaiting the results. Lummi Nation is also in phase 2.
- **Tribal Initiative Updates:**
 - Squaxin Island Tribe – no report.
 - Nisqually Tribe – The contract extension through March 2021 has been completed. This will help the tribe and contractor to meet the deliverables that have been delayed due to COVID-19. An Elder’s survey is being developed to identify medical/social service gaps. In-home meal deliveries continue but no elder center events have occurred since March. A new Elders Center is being discussed. Review of coverage is showing a high number of elders with Medicare and a low number of elders with Medicaid.
 - Makah Tribe – no report.
 - Lummi Nation – The contract extension is in process. The main focus of the project will be to centralize social services into one resource center (Lummi Family Resource Center) with an updated website, mobile outreach and the ability to bill Medicaid. This will make service exploration more accessible. Existing and new staff will be placed at the Center. The work is a joint effort of the multi-disciplinary team and tribal council. Continue to work with Northwest Indian College to provide Caregiver Training.
 - American Indian Community Center- AICC is closed due to COVID-19. Reporting will resume when they are able to reopen.
 - Fall Tribal Summit –The agenda work group is updating the draft agenda to reflect COVID-19’s impact on how services are provided. The Summit will be on September 10-11 but will be virtual. Various interactive platforms are being explored to support the highest level of interaction possible. A request was made to include the new ADRC-COVID 19 Tribal Project on the agenda with a panel presentation by AIHC and AAAs to explore the connections and disconnects between tribes and AAAs.
- **Department of Commerce Funding Opportunities (DOC) – Ann Campbell:** Contact Ann at ann.campbell@commerce.wa.gov for more information or with questions. There are 5 opportunities available. Information and application details are available at:
 - General Housing Trust Fund – Funding opportunities:

<https://www.commerce.wa.gov/building-infrastructure/housing/housing-trust-fund/applying-to-the-housing-trust-fund/>

- The Cottages Notice of Funding Availability: (flyer attached)

<https://deptofcommerce.app.box.com/s/batxitky7ehsqmjy8bwmlth30chaiehj/file/685436874221>

DOC is currently in the “technical assistance period” where interested parties and potential applicants can ask any questions about these funding opportunities. **This period closes on August 3, 2020.** After that date, DOC can only answer very generic, broad questions about these opportunities. Questions or requests to meet and discuss potential projects should be directed to: htfapp@commerce.wa.gov. DOC has a strong team of funding coordinators that will respond with either answers or meeting options to discuss and share more about programs. DOC is aware of the need for housing within tribal communities; housing to serve vulnerable people as well as housing to help with efforts to move communities to safer ground in light of climate change impacts. DOC is available to help access funds now as well as to help plan future housing options. Not only does the Housing Trust Fund have knowledge and resources, but Commerce itself has a huge variety of programs and funding that could help.

- **Aging & Disability Resource Center Outreach** – American Indian Health Commission, Lexie Bartunek, AL TSA
 - The contract is still in process. As soon as it is signed and executed, American Indian Health Commission (AIHC) will begin to set up regional meetings with tribes and AAAs. AIHC already met with Yakama Nation AAA and Colville Confederated Tribes AAA. They are also increasing knowledge about aging services, the Older Americans Act. They will explore potential efficiencies, duplication of services and make recommendations of how to improve working relationships with AAAs. AL TSA staff reported that recent meetings with AAAs are showing an interest in working with AIHC to improve relationships too.
- **Long-Term Care Trust Act** – Vicki Lowe, American Indian Health Commission (AL TSA fact sheet attached)

The Long-Term Care Trust Act will provide eligible individuals a benefit of \$36,500 for long-term care supports. Vicki Lowe, AIHC Executive Director, gave an overview of the act and shared some of the areas that will be explored at the August 13th Governor’s Indian Health Advisory Council meeting. The items brought up include:

- Tribes are not included in the legislation, either as governments or employers
- There is no mention of tribal employees who are not tribal members; how will they be able to access the trust?
- The tribes providing a buy-in for members through tribal premium sponsorship.
- What would draft legislation look like?
- **Adult Protective Services Check-In** – APS staff – Paula Hughes
 - APS investigative staff is not subject to furloughs to ensure that full staffing is available. No reports of issues.
 - DSHS OIP is always available to assist in contacting tribal staff as needed, especially due to COVID-19 shutdowns.
- **Adult Family Homes – Long-Term Care Foundation** –Bob LeRoy

Information about the new Long-Term Care Foundation (LTCF) was provided (attached). It is a newly formed group to establish an Adult Family Home Training Network with the capacity to provide training, workforce development and other services to adult family homes. The Foundation is interested in assisting tribes to develop a workforce and meet the needs of tribal adult family homes as they are developed. To read Foundation meeting minutes, the links to The Long-Term Care Foundation website and Facebook page are:

www.longtermcarefoundationwa.org and <https://www.facebook.com/LTCFWA>. Two slide decks and the communications plan are also attached that provide an overview of the Foundation's history, work and future plans.

- **PACE program expansion** to Spokane County and Snohomish/King County border. The PACE is an all-inclusive program, available to persons with Medicare only, Medicaid only or dual coverage. The program has been in operation in King County for a number of years and is expanding to Spokane County. The PACE program is a center-based, all-inclusive medical, mental health, chemical dependency, and long-term care managed care model, provided in King County Washington by Providence ElderPlace (PEP) and International Community Health Services (ICHS). At the PACE centers, clients receive medical, dental, therapies, prescriptions, meals, activities, etc. The PACE provider contracts with a network of providers to meet participants needs including personal care providers, residential providers, behavioral and physical health providers, and provides ongoing case management services. Clients who are able to attend the PACE center are picked up by transportation coordinators who come into their home and assist them in getting to the center. The clients interdisciplinary care team (IDT) meets regularly to discuss client care, any issues, changes, or additional services needed. Eligible clients are age 55 or older, meet Nursing Facility Level of Care (NFLOC) and live in an eligible King County or Spokane County zip code. Clients qualify who are Medicaid-only, dually eligible for Medicaid and Medicare, Medicare-only and private pay. The Seattle based PACE program has provided information and tours to tribes interested in learning more. If tribes are interested contact Ann Dahl at AL TSA to assist in arranging meetings and/or tours.
- **Budget Updates:** Tribal Leader letters were shared last month with the subcommittee and in early July with the IPAC quarterly meeting delegates. AL TSA has instituted furloughs. Service and eligibility cuts may also occur but are not confirmed. AL TSA staff will keep the subcommittee updated as information is available.

Developmental Disabilities Administration – Justin Chan

- DDA clients with tribal affiliation (self-identified) and receiving DDA services. See attached PDF document.
- **DDA Furlough Impacts**
 - There is a state budget shortfall because of the COVID-19 pandemic; DDA headquarters and field service office employees will be furloughed every Monday, through July 20, 2020. All DDA field service offices and headquarters will be closed on the following dates: July 20 Due to these furloughs, it might take us longer than normal to respond or complete requests. We apologize for any inconvenience. Thank you for understanding.
- **COVID-19 Updates**
 - The Centers for Medicare and Medicaid approved Washington state's request to be flexible with provider requirements and service delivery for clients. The flexibilities allow better supports and services for DDA clients. See attached PDF document.
- **2020 Community Summit Update**
 - DDA made the difficult, but necessary, decision to cancel the Community Summit scheduled for June 9 - 11, 2020 in Wenatchee, Washington. DDA did, however, host June weekly virtual Community Summit Webinar series that explored our community connections at a time when many of us feel disconnected from the places, people, and routines that matter so much to us. You may

view the webinars on the Wise On-Demand Training Center. For more information, please contact Ronald Bryan, DDA Roads to Community Living. See attached PDF document.

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Behavioral Health Administration – Teva Weissman

- COVID-19 Updates
 - No major developments in COVID-19 in BHA facilities; currently 49 cumulative cases in facilities, with 1 active case at Western State and 3 active cases at Eastern State, all staff members
 - Return to work in progress; continuing to watch rise in community cases and remain vigilant in preventative practices
- BHA Liaison update: freeze exemption request drafted; request process to be initiated soon.
- Trueblood Updates: (BHA is would like to continue with meetings and set up chances to work with Tribes through web platforms. Please contact Teva Weissman at teva.weissman@dshs.wa.gov for more information.
 - Trueblood construction update: Western State construction delayed, estimated opening of new forensic wards in Sept/Oct. Eastern State construction delayed; 1N3 ward has now opened, 3N3 ward construction is substantially complete with open estimated in early August.
 - Forensic Navigator Program launched 7/1; rulemaking proposed rules to be published by code reviser on 7/15 with public hearing on August 4 at 10am, public comment period closing August 4. If any tribes are interested in this rulemaking please contact Teva Weissman at teva.weissman@dshs.wa.gov

Closing

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STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
Ageing and Long-Term Support Administration
Home and Community Services Division
PO Box 45600, Olympia, WA 98504-5600

HCS MANAGEMENT BULLETIN

H20-049 – Policy & Procedure
June 3, 2020

- TO:** Area Agency on Aging (AAA) Directors
Home and Community Services (HCS) Division Regional Administrators
- FROM:** Bea Rector, Director, Home and Community Services Division
- SUBJECT:** **New PACE Service Area – Spokane County: Program of All-Inclusive Care for the Elderly (PACE) Updates (Note: available in King County and Spokane County)**
- PURPOSE:** To inform staff the PACE program is available in some Spokane County zip codes and additional King County zip codes effective June 1, 2020
- BACKGROUND:** The PACE program is a center-based, all-inclusive medical, mental health, chemical dependency, and long-term care managed care model, provided in King County Washington by Providence ElderPlace (PEP) and International Community Health Services (ICHS). The PACE program will now be available in some Spokane County zip codes and additional King County zip codes effective June 1st, 2020 by Providence Elderplace (PEP). At the PACE centers, clients receive medical, dental, therapies, prescriptions, meals, activities, etc.
- The PACE provider contracts with a network of providers to meet participants needs including personal care providers, residential providers, behavioral and physical health providers, and provides ongoing case management services. Clients who are able to attend the PACE center are picked up by transportation coordinators who come into their home and assist them in getting to the center. The clients interdisciplinary care team (IDT) meets regularly to discuss client care, any issues, changes, or additional services needed.
- Eligible clients are age 55 or older, meet Nursing Facility Level of Care (NFLOC) and live in an eligible King County or Spokane County zip code. Clients qualify who are Medicaid-only, dually eligible for Medicaid and Medicare, Medicare-only and private pay.

PACE enrollment is effective the first of the following month. For enrollment, the PACE organization does an internal assessment and must have the enrollment paperwork completed and signed by the 23rd of the month preceding the actual enrollment. A client can disenroll from PACE at any time during the month and the disenrollment will be effective the last day of the month the disenrollment request is received.

**WHAT'S NEW,
CHANGED, OR
CLARIFIED:**

Effective June 1, 2020, Providence Elderplace will be providing the PACE program in the following Spokane County and King County zip codes:

Spokane County

99001, 99037, 99201, 99202, 99203, 99204, 99205, 99206, 99207, 99208, 99209, 99210, 99212, 99214, 99216, 99217, 99218, 99220, 99223, 99224, 99228

King County

98001, 98002, 98003, 98004, 98005, 98006, 98007, 98008, 98009, 98011, 98015, 98020, 98021, 98023, 98027, 98028, 98029, 98030, 98031, 98032, 98033, 98034, 98036, 98038, 98040, 98042, 98043, 98047, 98052, 98053, 98055, 98056, 98057, 98058, 98059, 98072, 98074, 98075, 98077, 98092, 98101, 98102, 98103, 98104, 98105, 98106, 98107, 98108, 98109, 98111, 98112, 98115, 98116, 98117, 98118, 98119, 98121, 98122, 98125, 98126, 98131, 98133, 98134, 98136, 98144, 98146, 98148, 98155, 98166, 98168, 98177, 98178, 98188, 98198, 98199

ACTION:

Staff are instructed as follows:

Referrals

At each face to face assessment, AAA and HCS staff in King County and Spokane County must:

1. Bring a copy of DSHS Form 17-218, attached below, with them.



17-218.docx

2. Explain the form to eligible (NFLOC, age 55+) clients during their normal discussion about program options.
3. Bring the form back to the office after the assessment and fill it out **completely and legibly. Also, the “Yes” or “No” option of receiving additional information about PACE must be clearly marked.**
4. Send each form via DMS Hotmail (Staff will not see a DMS assignment for these forms).

Headquarters staff will collect and track all referral information and send spreadsheets to the PACE provider, weekly, of clients who indicated they would like more information about the PACE program.

Notification to HCS Financial

When a client plans to enroll in PACE and a financial eligibility determination or a change to the financial program is needed, social services will select between PACE contractors in Barcode on the DSHS 14-443 Financial/Social Services Communication form. Social services needs to indicate either PACE – Providence or PACE – ICHS. Indicate the effective date of the enrollment into PACE.

Financial staff are instructed as follows:

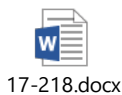
Review the DSHS 14-443 Financial/Social Services Communication form received from social services when a client plans to enroll in PACE. If a financial eligibility determination is needed, financial will communicate with the client and case manager the additional information which is needed. A change to financial program (L31 and L32) is necessary for SSI and SSI-related clients. Financial will select the correct PACE contractor in ACES based on the 14-443 received from social services (i.e. PACE – Providence or PACE – ICHS) based on the enrollment date indicated on the 14-443. Active MAGI clients are financially eligible for PACE; a program change is not required.

RELATED REFERENCES:

Providence ElderPlace (PACE) website:
<http://washington.providence.org/senior-care/elderplace/>

ATTACHMENT(S): Referrals:

Referral Form DSHS # 17-218:



17-218.docx

Can also be found at: <http://forms.dshs.wa.lcl/>

CONTACT(S):

Kathryn Pittelkau, PACE Program Manager
(360) 725-2366
kathryn.pittelkau@dshs.wa.gov

Kelli Emans, Integration Unit Manager
(360) 725-3213
emanskc@dshs.wa.gov

Amanda Aseph, Financial Policy Analyst
(360) 725-3486
amanda.aseph@dshs.wa.gov

THE LONG-TERM CARE FOUNDATION (LTCF)
ADULT FAMILY HOME TRAINING NETWORK (AFHTN)
COMMUNICATIONS PLAN

Project Overview

Project Name: Adult Family Home Training Network

Project Description: The purpose of this project is to establish an Adult Family Home Training Network per SSB 5672 with the capacity to provide training, workforce development, and other services to adult family homes.

Stakeholders

- All applicable Bargaining Unit Members
 - Adult Family Home Owners
 - Adult Family Home Staff
- Instructors
 - Community
 - Facility-Based
- Adult Family Home Council (AFHC)
- DSHS
- Department of Health
- Long-Term Care Ombuds
- DD Ombuds
- Tribal Partners

Message Platforms

- Email: monthly to update stakeholders on training opportunities, workforce development efforts
- Social media: once or twice weekly on our Facebook profile as well as shared posts on numerous adult family home specific community groups to inform stakeholders of breaking news or upcoming events
- USPS physical mailers: a welcome letter introducing the LTCF and AFHTN, ongoing mailers with information about upcoming events and updates related to training
- In-person meetings: periodically as scheduled to update and gather input from project sponsor and stakeholders
 - Regularly scheduled meetings with DSHS

- Early listening sessions at Adult Family Home Council Chapter Meetings and Conferences as well as LTCF-sponsored events to gather input from bargaining unit members about their needs for training within the scope of work of the project
 - As the project progresses, ongoing status updates and requests for input from stakeholders at AFHC chapter meetings and conferences as well as LTCF-sponsored events
- Webinars: monthly about the history and work of the LTCF and AFHTN and as needed for timely topics of interest (e.g. to introduce survey tools)
 - Online surveys: twice each year to gather input from stakeholders unable to attend in-person meetings
 - Annual Impact Report: as of the end of each fiscal year with data and narrative summarizing the work and impact of the LTCF and AFHTN

Web Presence

- An independent site to inform about events, resources, surveys, trainings, AFH stories

Detailed Communications Plan by Stakeholder

All applicable bargaining unit members and tribal partners will be invited to participate in regional listening sessions early in the project. They will have access to the LTCF website and webinars, and they will receive regular weekly Facebook posts featuring breaking news and upcoming events as well as monthly emails and ongoing mailers describing training opportunities and efforts to address workforce development. They will receive the LTCF/AFHTN Annual Impact Report. After the AFHTN is well-established, regular updates will also be provided in person at AFHC chapter meetings and state conferences as well as LTCF-sponsored events. All applicable bargaining unit members will also be invited to participate in two online surveys each year to gather input about their training needs and experiences within the scope of work of the project. They will receive the LTCF/AFHTN Annual Impact Report.

Certified Instructors will be invited to participate in LTCF-sponsored events to gather input about their needs within the scope of work of the project. They will have access to the LTCF website and receive regular weekly Facebook posts featuring breaking news and upcoming events as well as monthly emails and ongoing mailers describing training opportunities and efforts to address workforce development. They will receive the LTCF/AFHTN Annual Impact Report. All certified instructors will also be invited to participate in two online surveys each year to gather input about their needs and experiences.

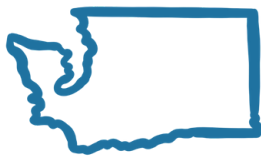
DSHS will receive a written monthly status update, including information about the overall project status, progress toward achievement of milestones and deliverables, status of the budget, issues and risks, and upcoming work. They will be invited to all listening sessions and LTCF-sponsored events. DSHS will have access to the LTCF website and webinars, and they will receive regular weekly Facebook posts featuring breaking news and upcoming events as well as monthly emails and ongoing mailers describing training opportunities and efforts to address workforce development. They will receive the LTCF/AFHTN Annual Impact Report. DSHS will also host regularly scheduled (currently bi-weekly) meetings with LTCF to review the status of the project, discuss items of concern, confirm vision and alignment, and work collaboratively to develop a long-term contract for the project.

The Adult Family Home Council, Department of Health, Long-Term Care Ombuds, and DD Ombuds will have access to the LTCF website. They will receive regular weekly Facebook posts featuring breaking news and upcoming events and monthly emails and ongoing mailers describing training opportunities and efforts to address workforce development. They will receive the LTCF/AFHTN Annual Impact Report.

We are working with Marietta Bobba, the Tribal Affairs Administrator at the Aging & Long-Term Support Administration to develop a strategy to engage and inform **Tribal Partners**.

2020

**ANNUAL
IMPACT
REPORT**



Long-Term Care Foundation

of Washington State

Introducing: The Long-Term Care Foundation

OUR FIRST SIX MONTHS

To our valued friends, colleagues, partners, and the adult family homes of Washington we are so honored to serve:

On behalf of our Board of Directors and staff, we are pleased to present our first Annual Impact Report. We hope you will find it an informative summary of our efforts and an affirmation of our commitment to inform, educate, and support adult family owners and staff across Washington State.

As you will see, this report covers not an entire year but our first six months in operation since we began our work in January 2020. Going forward, we will produce this report on August 1 of each year describing our accomplishments in the prior year, which for us, begins on July 1 and concludes on June 30.

This report highlights our priorities since January, including hiring staff, engaging our new Board of Directors, developing our initial operating budget as well as communication and strategic plans, launching a new website and Facebook page, initiating outreach to bargaining unit members and other stakeholders, contracting with our first two community instructors, and achieving all the deliverables in our vendor contract with the Department of Social and Health Services. The report concludes with a powerful message from Joe Stephens, a member of our Board, reminding us why we do this work.

The sudden impact and renewed spread of COVID-19 have changed and challenged all of us. The pandemic continues to deny us opportunities to interact in-person with adult family home owners and staff and requires us to be creative and flexible in our outreach and engagement of stakeholders.

Despite the limitations imposed by the virus, we are very pleased with how much we have accomplished in the last six months—and very aware of how much good, hard work lies ahead as we strive to become a relevant, valued, and trusted resource for those we serve. We are incredibly grateful to have you with us on this journey.

Onward together,

John Ficker
Board Chair

Bob Le Roy
Executive Director

OUR MISSION

The mission of The Long-Term Care Foundation (LTCF) is to improve and develop access to high-quality long-term care services through public awareness, community connections, and a well-supported long-term care workforce.

OUR PURPOSE

As required by Senate Bill 5672 , The Long-Term Care Foundation is the non-profit organization created to develop and manage the Adult Family Home Training Network (AFHTN) established by the exclusive bargaining representative of adult family homes designated under RCW 41.56.029 with the capacity to provide training, workforce development, and other services to adult family homes (AFH).

OUR FUNDING

Senate Bill 5672 further directs that the parties to the collective bargaining agreement—the Adult Family Home Council, Office of Financial Management, and Department of Social and Health Services (DSHS)—negotiate a Memorandum of Understanding to provide for contributions to the Adult Family Home Training Network. Pursuant to the terms of a Vendor Contract, the Department of Social and Health Services and The Long-Term Care Foundation will allocate funding to build the Adult Family Home Training Network through a portion of the negotiated training benefit outlined in the collective bargaining agreement.



Long-Term Care Foundation

of Washington State

OUR BOARD OF DIRECTORS

John Ficker

Board Chair

Executive Director, Adult Family Home Council

Patti Gray

Board Secretary

RN, Board Certified in Gerontology

Gene Nassen

Owner, Genteel Establishment

Anderson Jolly

Owner/Founder Ready Meds Pharmacy

Dorothy Schlimme

Owner, Dorothy's Angel Haven

Laura Vaillancourt

Licensed Mental Health Counselor

Joe Stephens

Owner, Green Meadows Care Home

OUR STAFF

Bob Le Roy

Executive Director

bob@ltcfwa.org

Jessica Griffin

Communication & Administration Specialist

jessica@ltcfwa.org

OUR FIRST STEPS

JANUARY - JUNE 2020

JAN

Convened Board of Directors

Hired staff

Executive Director (Bob Le Roy)

Communication & Administration Specialist (Jessica Griffin)

MAR

Developed operating budget

Created multi-platform communication plan

APR

Gathered input from stakeholders

Online survey

Conversations with training companies

MAY

Contracted with community instructors

Cornerstone Healthcare Training, LLC (Robin VanHying)

S&H Training Center (Sarah Lane, HCA)

JUN

Completed strategic plan, final report and achieved all deliverables in vendor contract

COMMUNICATIONS

We are all about *connection*. Connection between adult family homes and resources, caregivers and training instructors, the Adult Family Home Training Network and caregivers and more.

Here are some of the ways we are starting those connections:

Website

www.longtermcarefoundationwa.org

1,404
visits

Facebook

@LTCFWA

379
follows

365
likes

Monthly Emails

30
emails
sent

each sent
to 3,138
recipients

Webinars

7
webinars

845
attendees

Semi-Annual Online Surveys

411
responses

USPS Mailers

Events/Conferences

COVID-19 IMPACT

The sudden onset and renewed spread of COVID-19 have dramatically impacted adult family homes and LTCF in our development of AFHTN. Adult family home operators have been overwhelmed with challenges in responding to the virus, including daily changes to infection control guidance and reporting requirements as well as ongoing difficulties in acquiring personal protective equipment. For the Long-Term Care Foundation, the virus denied us one of our most effective means of communication and stakeholder engagement—in-person interaction with adult family home owners and staff. COVID-19 required us to be creative and flexible in delivering our messaging and gathering information. In lieu of in-person conversations, meetings, and conferences, we utilized webinars and an online survey.

Lessons Learned

Given the many challenges adult family owners continue to face related to COVID-19, we are very grateful to those who took the time to visit our website and Facebook page and attend our webinars. We realize that we must make every effort to provide information, education, and support of consistent relevance and value to our stakeholders in these distracting and disruptive times. While the webinars were an effective way of reaching stakeholders and generated some great questions in the Q & A sessions that followed our presentations, we will be exploring the use of other web-based applications to promote greater interaction with stakeholders. The online survey also proved to be an effective way of gathering input from stakeholders about their experiences, needs, challenges, and opportunities. Survey responses are informing our process of developing new and follow-up questions for future surveys as well as topics for future webinars and other trainings.

Looking Ahead

As we have no way of knowing what the future holds regarding COVID-19 response and recovery, unless and until we can resume in-person interaction, we will continue to emphasize interactive and conversational web-based applications in our outreach to and engagement of adult family home owners and staff.

OUR STRATEGIC PLAN

Our first Strategic Plan is a blueprint for how we intend to serve and support the long-term care workforce in adult family homes across Washington State. This three-year plan is framed by five Strategic Objectives:

Enhancing Effective Communications

Increasing awareness among our clients and stakeholders about the relevancy and value of the Long-Term Care Foundation and the Adult Family Home Training Network as resources for required training and workforce development requires the continued development and implementation of a multi-platform communications plan including the following elements: web presence, social media presence, regularly scheduled emails and webinars, periodic mailers, online surveys, meetings and conferences, and an annual impact report. Our messaging will inform stakeholders about events, resources, surveys, trainings, workforce development, and adult family home stories. It will be delivered to all bargaining unit members and other stakeholders.

Activating Meaningful Stakeholder Engagement

In order to optimize the benefits of The Long-Term Care Foundation and the Adult Family Home Training Network for the adult family home providers and staff we serve, we must continue to inform and solicit input from all our stakeholders, including tribal partners, and involve them in informing the process of delivering the required training and developing effective strategies for growing the caregiver workforce.

Delivering Required Training

Given our mandate from the Legislature and our contract with the Department of Social and Health Services, our top priority is delivering the training required for certification as a home care aide in a manner that is accessible, affordable, and specific to the needs of adult family home providers and staff.

Strengthening Workforce Development

Growing the long-term care workforce must be a priority if we are to meet current and projected needs for qualified, well-trained, well-supported caregivers in adult family homes. Elevating caregiving as a career opportunity will help mitigate the rampant turnover among adult family home caregiving staff.

Building Our Infrastructure

Growing the number and enhancing the roles of staff and volunteer leadership are essential to expanding the reach and impact of The Long-Term Care Foundation and the Adult Family Home Training Network. As the depth and breadth of our work grows, we must ensure that the Foundation, through the Network, has the resources to implement its mission, satisfy the terms of the new long-term contract with the Department of Social and Health Services, and—most importantly—deliver required training and related services to more adult family home owners and staff in more places.

OUR PILOT PROGRAM

We are excited to announce plans to develop and launch a pilot program to provide financial support for tuition and time to complete the required training for new long-term care workers

We are currently working to create a framework and parameters of the pilot program, including eligibility requirements, selection criteria, selection process, and conditions for acceptance of a fixed training benefit. Based on the availability of funds and adult family homes' Medicaid occupancy, we hope to provide this training benefit to 25-50 long-term care workers working in adult family homes by June 30, 2021, as well as reimbursement to participating adult family homes for the cost of tuition and time for employees participating in the pilot program. We look forward to sharing more details about this program by October 1, 2020.

OUR NEW WORKFORCE DEVELOPMENT SPECIALIST

We're looking forward to adding to our team!

Our new ***Workforce Development Specialist*** will serve as the Long-Term Care Foundation's primary HR resource for adult family homes in Washington State. This position will play a key role in developing human resource best practice guidance, providing HR support and guidance to adult family home providers, and developing and launching our pilot program to provide financial support for tuition and time to complete the required training for new long-term care workers.



OUR FIRST COMMUNITY INSTRUCTORS



Sarah Lane, HCA **Owner, Instructor** **S&H Training Center, Inc.**

S&H Training Center delivers the highest quality caregiver training in the Puget Sound area! We offer the 75-hour Home Care Aide training, as well as Dementia, Mental Health, Nurse Delegation (Core and Diabetes), and Continuing Education. We have two locations to serve you in Olympia and Renton.

We train each student to:

- Provide excellent, patient centered care
- Pass their state exam
- Be an outstanding employee

Sarah Lane is the owner and an instructor at S&H Training Center. She is a licensed Home Care Aide and has owned and operated an award-winning home agency for more than five years. With a staff of 40 caregivers, Sarah is well aware of the knowledge and skills employers are looking for in a good caregiver. Beyond the training classes, we also help our HCA students fill out their state applications, prepare for their state exams, and allow them practice time with the manikins to hone their hands-on skills. In addition, our Olympia location also serves as a state testing site. For more information call (360) 539-7423 or email sarah@sandhtraining.com us today! You can register on our website at: www.sandhtraining.com.



Robin VanHying **Cornerstone Healthcare Training, LLC**

Robin has over 30 years of experience as a geriatric nurse, she is a licensed nursing home and assisted living administrator, and has owned and operated an adult family home. Cornerstone Healthcare Training emerged from Robin's passion for caring for others and a dedication to providing quality, convenient and affordable training for caregivers.

Since its establishment in 2010, the team at Cornerstone Healthcare Training has supported and trained over 30,000+ healthcare professionals in Washington State.

Cornerstone continues to be a pioneer in online training for caregivers, providing virtual instructor-led and self-paced e-learning training programs. This includes Home Care Aide (HCA) Training, Nurse Delegation, Nurse Delegation Focus on Diabetes, Mental Health Specialty Training, Dementia Specialty Training, Adult Education and HIV/AIDS Training, among others.

All coursework through Cornerstone is done online with the exception of the skills practice portion of the Home Care Aide training program. The hands-on skills labs are offered in six regional locations across the state.

Check us out online and start training employees today!

Website: cornerstonehealthcaretraining.com

Email: contact@cornerstonehealthcaretraining.com

Phone/Text/Fax - (206) 673-2919



Mission Moment

A Message from Joe Stephens, Long-Term Care Foundation Board Member and Adult Family Home Owner

At the time my caregiving “True North” was first illuminated in my heart, Sheryl and I had been adult family home owners for about four years. The silver lining we had when we opened our first home had begun to show the wear and tear of the realities of 24-7 responsibilities in caring for our residents and our staff. Some residents are just hard to work with. Some staff don’t care to work hard for the benefit of the residents. It is hard, frustrating work which sometimes negatively impacts my attitude toward residents.

One morning during my quiet time, I read the following:

“By wisdom a house is built, and through understanding it is established; through knowledge its rooms are filled with rare and beautiful treasures” Proverbs 24:3-4

Immediately I recognized how wonderfully this describes what we get to do as providers in our adult family homes. I call this my “compass” verse. Indeed our homes are built with wisdom. It requires understanding of the rules to stay open. With knowledge we find wonderful seniors to fill our rooms and true caregivers to work with us as we care for these rare and beautiful treasures who are our residents. Not only is this my “compass” verse, it is also my “Why” – why do I do what I do.

It is my compass verse because it brings my attitude back to true north when I’ve gotten off course. If my residents and staff are “rare and beautiful treasures” in God’s eyes, I had better care for them and treat them accordingly. It is my “why” and keeps me going when it has been particularly rough and challenging.

Caregiving is the hardest work I’ve ever done, yet is the most rewarding because it is exactly what I am called to do in this season of my life.

HOW WE GOT HERE

A special thanks to the Adult Family Home Council
for their work and support!



The Long-Term Care Foundation of Washington State (LTCF) will be working to operationalize an Adult Family Home Training Network (AFHTN) as prescribed in **Second Substitute Senate Bill 5672**, enacted during the 2019 Legislative Session. This bill was passed thanks to the tremendous efforts of the Adult Family Home Council, who work to improve the lives and well-being of vulnerable adults through the support of adult family homes.

To learn more/Become a member:

www.adultfamilyhomecouncil.org
info@adultfamilyhomecouncil.org
(360) 754-3329



Our First Online Survey: Lessons Learned and Future Plans

Presented by:

Bob Le Roy, Executive Director, Long-Term Care Foundation

John Ficker, Chair, Long-Term Care Foundation

Jessica Griffin, Communication & Administration Specialist, Long-Term Care Foundation

Karen Cordero, Director of Education & Support, Adult Family Home Council

Today, We'll Share...

- Results from our first online survey
- What we learned about your training needs
- What we plan to do to help address those needs
- Our answers to your questions

Our First Online Survey

- Introduced during 4 **webinars** with 605 participants
- Included **20 questions** about your experiences as adult family home operators, your successes, opportunities, challenges, and needs
- Generated 411 responses and over 1,500 individual comments **THANK YOU!**

Survey Results Overview

Q1: How long have you been operating an adult family home?

- #1 6+ years (58%)
- #2 0-2 years (23%)
- #3 3-5 years (17%)

Q2: In what city is your adult family home located?

- #1 Vancouver
- #2 Spokane/Spokane Valley
- #3 Tacoma/Lakewood

Q3: What credential do you hold?

- #1 Certified Nursing Assistant (47%)
- #2 Home Care Aide (15%)
- #3 Registered Nurse (14%)
- #4 Exempt Worker (8%)
- #5 Licensed Practical Nurse (7%)

Q4: Do you have all the staff you need?

- #1 Yes (72%)
- #2 No (26%)

Q5: What is your most successful strategy for recruiting staff?

- #1 Word of Mouth (66%)
- #2 Other (15%)
- #3 Online search engines (e.g. Indeed, Monster) (11%)
- #4 Social Media (6%)

Q6: What are your biggest challenges in recruiting staff?

- #1 No qualified (credentialed) applicants (59%)
- #2 Applicants can't access or complete training and certification (37%)
- #3 Knowing where and how to recruit (31%)
- #4 Applicants fail background or reference checks (12%)

Q7: How many credentialed caregivers typically work in your adult family home?

- #1 1-2 (46%)
- #2 3-5 (36%)
- #3 6+ (17%)



Long-Term Care Foundation

of Washington State

Survey Results Overview

Q8: How many new caregivers did you hire in the last year?

- #1 1-2 (56%)
- #2 3-5 (19%)
- #3 6+ (9%)

Q9: On average, how long do your employees stay in their jobs?

- #1 3-5 years (68)
- #2 1-2 years (64)
- #3 Less than 6 months (59)

Q10: Which credential would you prefer to hire in your adult family home and why?

- #1 Certified Nursing Assistant (55%)
- #2 Home Care Aide (39%)

Q11: How does your staff receive the required training now?

- #1 Online (Self-Paced Online Course, Virtual Classroom, Webinar) (46%)
- #2 In a classroom (43%)
- #3 In your adult family home (8%)

Q12: Do you have a preferred trainer/training company?

- #1 No (66%)
- #2 Yes (32%)

Q13: Do you assist staff in achieving appropriate credentials?

- #1 Yes (87%)
- #2 No (11%)

Q14: Does your facility have an approved training program?

- #1 No (60%)
- #2 Yes (38%)

Q15: Are you interested in training other adult family homes?

- #1 No (68%)
- #2 Yes (30%)



Long-Term Care Foundation

of Washington State

Survey Results Overview

Q17: Where do you struggle with your existing training process? (Check all answers that apply)

- #1 Caregivers switching homes after getting trained (50%)
- #2 Availability of training (46%)
- #3 Cost of training (41%)
- #4 The time gap between training and testing is too long (36%)
- #5 AFHs not having the time or money to train staff (33%)
- #6 Other (7%)

Q18: What training(s) would you feel confident teaching? (Check all answers that apply)

- #1 Orientation and Safety (76%)
- #2 Continuing Education (56%)
- #3 Core basic training/Fundamentals of Caregiving (49%)
- #4 Dementia Specialty Training (42%)
- #5 Mental Health Specialty Training (38%)
- #6 Developmental Disabilities Specialty Training (22%)
- #7 Traumatic Brain Injury Specialty Training (15%)
- #8 Other (8%)

Q19: What training(s) would you provide to a fully credentialed new employee? (Check all answers that apply)

- #1 Facility orientation (91%)
- #2 Medication system (90%)
- #3 Understanding a care plan (87%)
- #4 Resident rights (86.76%)
- #5 Equipment in the home (86.03%)
- #6 Reporting requirements (85%)
- #7 L&I requirements (53%)

Q20: What is one question you wish we had asked today?

212 varying responses



Long-Term Care Foundation

of Washington State

Words of Encouragement

“My staff are great.”

“Very challenging but very rewarding. If things get better, smile or laugh.”

“The first year was very stressful until I got used to it. Now, I love it, and I do love my residents, too.”

“I love my work.”

“Love my job with our 6 DD residents.”

Challenge: Recruitment

“I never have any luck with online or newspapers. I really need help with this.”

“Finding staff has always been a problem due to high training requirements.”

“Difficult to get experienced, qualified staff.”

“The applicants aren’t aware of what adult family homes are.”

“Limited pool of staff that are qualified and have their credentials. Most are fairly new grads.”

“Knowing where and how. No qualified applicants. I don’t know how/where to find access for training good applicants.”

“Most applicants don’t have an HCA.”

“I have a very difficult time finding staff.”

Challenge: Availability of Training

“I am hoping adult family home providers can train caregivers at home.”

“Trainees do not have time to go to classrooms and transportation is a problem.”

“Something at my pace and that isn’t difficult. My time is wrapped around clientele 24/7.”

“Getting them their credential remotely has been a REAL challenge.”

“When it was available, I sent them to the classroom. I would like to train in our home.”

“Testing has been a huge issue, as has been the labs for hands-on work.”

“It would be nice if they could take the class online.”

Challenge: Affordability of Training

“Inability to pay competitive wages. We also have unique requirements due to the way we staff with live-in caregivers.”

“Not cost-effective, especially new ones that come and go.”

“I hire them after classes, can’t afford to send them through classes and have them quit.”

“We cannot afford to pay for classroom time.”

“Staff don’t want to pay the training amount.”

“We have to make it easier and cost less for providers.”

Challenge: Retention

“Retaining staff is at the top of that list. They use me to get free certification, then get better pay elsewhere.”

“Impossible with current rules, certifications, license, and education requirements to keep staff. IMPOSSIBLE.”

“Inability to pay competitive wages. We also have unique requirements due to the way we staff with live-in caregivers.”

“Our difficulty is the high cost of living in the area in which we operate. We have great staff that are going to be leaving us due to this issue.”

“The big challenge is the SALARY. An AFH with Medicaid clients cannot compete with an AFH with private clients.”

“Too many options that pay much more.”



Long-Term Care Foundation

of Washington State

Helping to Provide More Training

- **Increasing awareness** about training opportunities among stakeholders and partners through multi-channel communication
- **Sharing information and soliciting input** from our stakeholders to inform the process of delivering the required training and develop effective strategies for growing the caregiver workforce
- Developing a path to **facility-based training** by:
 - Offering **adult education courses** at no cost for bargaining unit members
 - Developing information about facility-based training programs based on members' assessed needs and desires

Informing You through Multi-Channel Communications

- **Increasing awareness** among stakeholders and partners through:
 - Continual **web** presence at www.longtermcarefoundationwa.org
 - Continual social media (**Facebook**) presence at <https://www.facebook.com/LTCFWA>
 - Monthly **emails**
 - Timely **webinars**
 - Periodic **mailers**
 - Semi-annual online **surveys**
 - Periodic **meetings** and **conferences**
 - In-person (COVID-permitting)
 - Interactive web conferencing
 - Annual **Impact Report**

Informing Each Other through Stakeholder Engagement

- **Sharing information and soliciting input** from our stakeholders to:
 - Inform the process of delivering the required training
 - Develop effective strategies for growing the caregiver workforce
- **Offering presentations** open to all bargaining unit members and partners at:
 - Adult Family Home Council Chapter Meetings, Fall and Spring Conferences
 - Long-Term Care Foundation-sponsored events, interactive web conferences, and webinars
 - Online surveys

Helping You Pay for Training—A Pilot Program

- Developing and launching a pilot program to provide **financial support for tuition and time** to complete the required training for new long-term care workers
- Providing this benefit based on an adult family home's **Medicaid occupancy**
- Based on the availability of funds, providing this benefit to **25-50 long-term care workers** in adult family homes

Delivering Training: Requirements for Home Care Aide (HCA) Certification

- Orientation (2 Hours)
- Safety Training (3 Hours)
- Caregiver Responsibilities
- Core Basic Training (58 Hours)
 - Skills Lab (16 hours)
 - Intro + The Client (3 Hours)
 - Person-Centered Care (3 Hours)
 - Communication (3 hours)
 - Client Rights (3 Hours)
 - Caregiver Responsibilities (3 Hours)
 - Infection Control + Food Handling (3 Hours)
 - Infectious Diseases (3 Hours)
 - Mobility + Skin Care (3 Hours)
 - Body Care (3 Hours)
 - Nutrition (3 Hours)
 - The Process of Elimination (3 Hours)
 - Medications + Self-Directed Care (3 Hours)
 - Self-Care + Grief and Loss (3 Hours)
 - Review + Final Exam (3 Hours)
- Population-Specific Training (12 Hours)
 - Mental Health Level I (8 Hours)
 - Dementia Level I (8 Hours)
 - Nurse Delegation (9 Hours)
 - Nurse Delegation Level 1 Focus on Diabetes (3 Hours)

Our Community Instructors

Meet Robin VanHyning Cornerstone Healthcare Training, LLC

Robin has over 30 years of experience as a geriatric nurse, she is a licensed nursing home and assisted living administrator and has owned and operated an adult family home. Cornerstone Healthcare Training emerged from Robin's passion for caring for others and a dedication to providing quality, convenient and affordable training for caregivers.

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All coursework through Cornerstone is done online with the exception of the skills practice portion of the Home Care Aide training program. The hands-on skills labs are offered in six regional locations across the state.

Check us out online and start training employees today!

Website: cornerstonehealthcaretraining.com

Email: contact@cornerstonehealthcaretraining.com

Phone/Text/Fax - (206) 673-2919



Our Community Instructors

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Owner, Instructor
S&H Training Center, Inc.**



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- Pass their state exam
- Be an outstanding employee

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For more information call (360) 539-7423 or email sarah@sandhtraining.com us today! You can register on our website at: www.sandhtraining.com.



Long-Term Care Foundation

of Washington State

A New Member of Our Team: Workforce Development Specialist

- Developing **human resource best practice guidance** for AFH providers
 - Job description development
 - Job posting sites navigation
 - Recruitment: screening, interviewing, checking references
- Serving as a **resource** for AFH providers to contact for **HR support and guidance**
 - Receiving, responding to, and tracking contacts and questions
- Developing and launching the **pilot program** to provide financial support to complete the required training for new long-term care workers
 - Coordinating and monitoring application of the new training benefit

How We Got Here

Special thanks to the Adult Family Home Council
for their work and support!



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www.adultfamilyhomecouncil.org





Long-Term Care Foundation

of Washington State

Questions?

The Long-Term Care Foundation of Washington State

Info@lctfwa.org

360-764-7233





Long-Term Care Foundation

of Washington State

Introducing

The Adult Family Home Training Network

Presented by:

John Ficker, Chair, Long-Term Care Foundation

Bob Le Roy, Executive Director, Long-Term Care Foundation

Jessica Griffin, Communication & Administration Specialist, Long-Term Care Foundation

Karen Cordero, Director of Education & Support, Adult Family Home Council

Today, We'll Review...

- Current Training Requirements
- Origins of the Adult Family Home Training Network
- Development of the Long-Term Care Foundation
- Our Vision for the Future
- How We'll Gather Your Input
- Three Survey Questions



Long-Term Care Foundation

of Washington State

Training Requirements

- Orientation (2 Hours)
- Safety Training (3 Hours)
- 70-Hour Long-Term Care Worker Basic Training
- Specialty Training
- Nurse Delegation Core and Special Focus on Diabetes
- First Aid and CPR
- Orientation to the Facility
- Continuing Education
- Food Handling and Safety
- AFH Administrator Training
- AFH Orientation Class



A Little History

In 2012, by a ballot initiative, **Home Care Aide Certification** became required.

- Changed adult family home in-facility training
- Supports were developed for in-home workers
- Provisions for State Auditor's Office reviews
- By 2015, adult family homes began to feel significant impact



Long-Term Care Foundation

of Washington State

Adult Family Home Training Network

Senate Bill 5672 requires the state to develop an **Adult Family Home Training Network** defined in law as:

“A nonprofit organization established by the exclusive bargaining representative of adult family homes designated under RCW 41.56.029 with the capacity to provide training, workforce development, and other services to adult family homes”



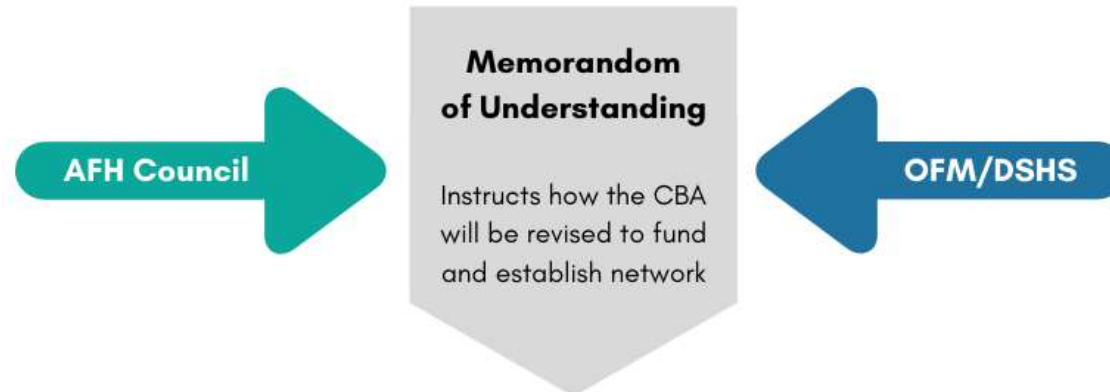
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Memorandum of Understanding

SB 5672 further directs that the parties to the collective bargaining agreement must negotiate a **Memorandum of Understanding** to provide for contributions to the Network which will:

- begin no sooner than January 1, 2020
- be limited for fiscal year 2021 to no more than the amount appropriated for training in the 2019-2021 collective bargaining agreement.





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Our Mission

To improve and develop access to high-quality, long-term care services through public awareness, community connection and a well-supported long-term care workforce

Vendor Contract

DSHS and the Long-Term Care Foundation will allocate funding to build the Network.



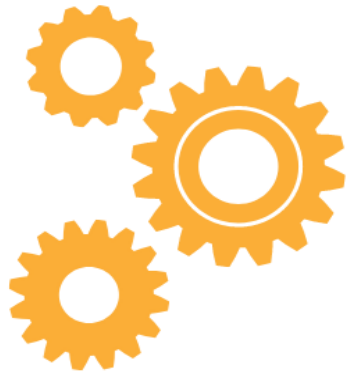
Our First Steps - January 2020 thru June 2020

- Hire staff
 - ✓ Executive Director (Bob Le Roy)
 - ✓ Communication & Administration Specialist (Jessica Griffin)
- Develop Multi-Platform Communications Plan
 - ✓ Website (<https://www.longtermcarefoundationwa.org>)
 - ✓ Facebook Page
 - ✓ Monthly Emails
 - ✓ Webinars
 - ✓ USPS Mailers
 - ✓ Online Surveys
 - ✓ Annual Impact Report
 - ✓ Meetings and Conferences

Our First Steps - January 2020 thru June 2020

- Gather Input from Stakeholders
 - ✓ Online Survey via SurveyMonkey
 - ✓ Conversations with Training Companies
- Contract with Community Instructors
 - ✓ Evaluate availability of DSHS-Approved Community Instructors
 - ✓ Develop contract language
 - ✓ Secure commitments
- Develop Strategic Plan
 - ✓ Access and affordability of training
 - ✓ Curriculum recommendations
 - ✓ Workforce development
 - ✓ Testing and certification

Training



Our Vision for the Future

- Facilitate the delivery of required training to more adult family home providers and staff in more places
- Provide training to help adult family home providers understand their role as employers
- Develop and pilot an adult family home-specific 75-hour curriculum



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Development



Our Vision for the Future

- Create an online registry to connect employers and workers with training opportunities
- Provide each adult family home with a fixed training benefit to fund the cost of the training and pay the students to attend
- Develop a path to facility-based training
- Assess and engage regional resources to support training



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Gathering Your Input

- 20-Question Online Survey via SurveyMonkey for Multiple Stakeholders and Tribal Partners
- 15-Question Telephone Survey for Training Companies



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Survey Question #10

Which credential would you prefer to hire in your adult family home and why?

- Home Care Aide
- Certified Nursing Assistant



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Survey Question #15

Are you interested in training other adult family homes?

- Yes
- No
- I need more information



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Survey Question #17

Where do you struggle with your existing training process?

- The time gap between training and testing is too long
- Caregivers switching homes after getting trained
- Not enough time to train staff
- Cost of training
- Availability of training



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Questions?

Long-Term Care Foundation of Washington State

Info@lctfwa.org

360-764-7233





JUNE 30 ,2020

Special funding available to develop community housing and cottage communities

The Department of Commerce's Housing Finance Unit has a special funding opportunity for organizations seeking capital funding to develop affordable **community housing and cottage communities** for homeless individuals and households.

Applications will be considered for projects seeking to build housing centered around the development of a persistent supportive community for individuals or households presently experiencing **homelessness**.

Each project will need to develop a minimum of four permanent, individual dwellings that are comfortably habitable year round.

Applications are due to Commerce by NOON, on Sept. 29. Award announcements are anticipated in December.

Please download and carefully review the [2020 Community Housing/Cottage Communities Notice of Funding Availability \(NOFA\)](#) for specific information regarding funding requirements and priorities, the process for applying, and dates of significance. The NOFA and application materials are also available on the [Applying to the HTF](#) webpage. Please note that several NOFAs are published on our website concurrently. This is NOFA #HFU-2020-03.

If you have questions about any of the information contained in this announcement or the NOFA, submit them to htfapp@commerce.wa.gov before the technical assistance period ends on Aug. 3. Please be certain to

include the NOFA reference number #HFU-2020-03 in the subject line of your email.

[LEARN MORE](#)



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[Learn more about what you can do to promote participation in the 2020 Census where you live.](#)