**New Curriculum Form**

Orientation & Safety, Population Specific, Continuing Education (CE)

Use this form when you developed your own curriculum (courses) for DSHS to approve as long-term care worker training. Community instructors, curriculum developers, and facilities use this form.

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| **Section 1: Training Program or Facility Information** | | | |
|  | | | |
| Today’s Date |  | Submitter’s Name |  |
| Training Program/  Facility Name |  | Submitter’s Phone | (   )    - |
| Training Program # |  | Submitter’s E-mail |  |
| AFH/ALF/ESF License # |  | New Applicant  Returning Applicant | |

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| **Section 2: Curricula Submitted** | |
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| Total number of courses submitted: |  |
| Total number of hours submitted: |  |

**Course Materials**: You must document the competencies and learning objectives you plan to meet with these courses. For each learning objective, list where in the student materials it is covered. This may be pages in a student manual or other materials. It is a requirement that you send in a list of competencies and learning objectives. If you plan to enhance DSHS curriculum indicate where and what you are including as enhancements. (Please see example of completed course description below).

1. Document the competency expected from the student.
2. List the learning objectives required to meet that competency.
3. For each learning objective, indicate where materials are covered. *(****You may be requested to submit these materials.****)*
4. Repeat until you have listed all competencies and learning objectives for the course.
5. For Orientation and Safety please refer to the [ORSA Instruction Sheet](https://www.dshs.wa.gov/sites/default/files/ALTSA/hcs/documents/ORSA%20Instructions%20for%20Curriculum%20Approval.doc).

**Example of Course Description:**

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| **Course Title:**  Navigating Challenging Behaviors with the Dementia Client | **Course Type:**  **Orientation**  **Safety**  **Population Specific**  **CE***\* No more than 24 class hours may be submitted****.*** | **Delivery mode/modes:** *Check all that apply*  **Classroom**  **Online Course**  **Webinar** | **Hours**  5.5 |
| **Summary** *Give a brief course description (a few sentences) of the main topic/subject areas to be covered.*  This course focuses on handling challenging behaviors. We will use the DSHS Navigating Challenging Behaviors curriculum and add a DVD and activities focusing on challenging behaviors and dementia. | | | |
| **Required Materials** | **Tools/Methods** | | **Time Allotment** |
| Table of Contents | * Introduction * Student learning outcomes * Course content and materials * Closing/questions | | 10 minutes |
| Competencies | The student will offer person-centered caregiving when working with a client who has challenging behaviors due to symptoms of dementia. | | 10 minutes |
| Learning Objectives | The student will identify 3 challenging behaviors of a client with dementia.  The student will identify 3 activities corresponding to the behaviors in order to promote independence of the client. | | 10 minutes |
| Course Outline | **1. When behavior becomes challenging – 1.0 hour**  EXAMPLE   * Steps to navigating challenging behaviors * Take person-centered action to handle the situation respectfully * Best practices in handling challenging behaviors * Good self-care after a challenging situation   **2. Prevent or minimize challenging behaviors – 1.5 hours**   * Handling a client’s anger * When anger turns to possible violence * Handling sexual behavior * Anxiety   **3. Working with challenging behaviors and dementia - 2.5 hours**   * *Alzheimer’s Dementia Hands on Caregiving DVD* * Activity: Group discussion of DVD * Activity: Scenarios and role plays using techniques covered in DVD | | 1.0 hour(s)  1.5 hour(s)  2.5 hour(s) |
| Student Materials/Handouts  ***(You may be requested to submit these materials.)*** | Attached are the student worksheets and Power Point for the course. Also attached are the guiding questions and scenarios for group activities. | |  |
| Video/DVD/YouTube | *Alzheimer’s Dementia Hands on Caregiving DVD: It’s All in Your Approach* with Teepa Snow; Pines Institute of SW Florida. I have permission to use the DVD and own my copy. | |  |
| Instructor Materials/References  ***(You may be requested to submit these materials.)*** | *Navigating Challenging Behaviors* and DVD *Dementia* enhancements from *It’s All in Your Approach* with Teepa Snow | |  |
| Online or Hybrid  Log-in/Password | N/A | |  |

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| **Section 3: Course Description** | | | | |
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| **Summary:** | | | | |
| **Required Materials** | | **Tools/Methods** | | **Time Allotment** |
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| Student Materials/Handouts | |  | |  |
| Video/DVD/YouTube (*if applicable)* | |  | |  |
| Instructor Materials/References | |  | |  |
| Online or Hybrid Login/Password  **If you indicated online training, please review;** [**ALTSA Online Training Standards**](https://www.dshs.wa.gov/altsa/training/online-training-standards) | |  | |  |
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