



Residential Care and Assisted Living Newsletter

January 2012

Silver Awards— Three or Fewer Non-Core Deficiencies

- Park Place Assisted Living Community - Nampa
- Ashley Manor Cedar - Pocatello
- Parma Living Center - Parma
- Cottages of McCall - McCall
- Emerald House - Blackfoot
- Gables of Shelley - Shelley

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Questions?...

Please call us and a surveyor will be happy to help you. Also visit our Web site at for updates and helpful tools such as "Frequently Asked Questions".

Criminal History and Background Checks

There have been many questions related to the department's criminal history and background checks. To make sure your facility is in compliance:

- Make sure all employees hired after October 2005 have a criminal history check completed by the Department of Health and Welfare's Criminal History Unit.
- Ensure that any background check process you use is finger-print based and includes searches in the following areas:
 - ◆ Federal Bureau of Investigation (FBI)
 - ◆ Idaho State Police Bureau of Criminal Identification
 - ◆ Sexual Offender Registry
 - ◆ Office of Inspector General List of Excluded Individuals and Entities
 - ◆ Nurse Aide Registry
- Contact the Criminal History Unit if you're using employee background checks that were completed within the last 3 years (this ensures the previous background check is usable and it also moves the employee under your facility).
- If you're using a previous background check, make sure you still get a current Idaho State Police check.
- Notarize the Department's criminal history background check application.
- Ensure that employees complete the fingerprint portion of the background check within 21 days after they are hired.
- Ensure that employees do not work without supervision until the background check is cleared. This means the individual (caregiver, maintenance person, housekeeper, etc.) cannot work or go into residents' rooms without being in line of sight of the person who is supervising them. Otherwise, the individual has full access to residents and their property, which puts the residents at risk for being exploited or harmed.
- Ensure that employees of outside service providers have background checks done if they have direct patient access. Your facility can ensure contracted employees have their criminal history checks completed by adding this requirement to your contracts with outside service agencies or by requesting a copy of the background checks for those individuals who work at the outside service agencies.



Notification of Administrator Vacation

The job of being an administrator is stressful and demanding, so when you take your annual vacation, we don't want you to worry about a survey. We complete our survey schedule for the following month around the 15th. Let us know by the 15th of the month before your vacation and we'll do our best to avoid scheduling your survey during that time. You can fax your request to (208) 364-1888 or e-mail us at ALC@dhw.idaho.gov, Attn: Jamie Simpson.



Mold

Your facility might be at risk for developing mold in any moist area (bathrooms, crawl spaces, attics, etc.), and this can be hazardous to the vulnerable residents your facility serves. Molds release allergens, irritants, and sometimes toxic particles called mycotoxins. While your facility may have maintenance staff available to monitor the facility's condition, review your facility's maintenance procedures to ensure steps are taken to prevent mold. All staff should know these simple steps to help prevent mold:

- Keep the facility dry, especially areas such as the bathroom. Use exhaust fans when helping residents bathe and remind residents who bathe independently to turn on their bathroom fans.
- Watch out for leaky pipes, clogged drains, or poor water drainage systems beneath the ground surrounding the facility.
- Make sure clothes dryers are vented to the outside.
- Remove or replace any carpet or upholstery that becomes wet and doesn't dry within 48 hours.
- Be sure crawlspaces are well ventilated. Ensure heating/air conditioning ducts routed in the crawlspace are thoroughly sealed.
- Ensure your maintenance policy has interventions to protect water pipes in vented crawlspaces from freezing in cold climates.

Remember, once a moisture source is identified, the affected area must be clean and dry within 48 hours. Be sure to remove and throw out porous materials. Non-porous surfaces must be scrubbed with detergent and warm water and allowed to dry completely. If these steps are not completed, mold will likely grow.

If mold is identified, it should be inspected and cleaned by a professional service. Cleaning mold is a serious matter as your residents could be exposed to high levels of mold particles in the air during the cleaning process. Therefore, it is best to consult with a mold specialist if mold is found in your facility. For more information about mold or other indoor pollutants, contact the Idaho Indoor Environment Program at 1 (800) 445-8647.

Medication and Nursing Task Parameters

Unlicensed assistive personnel (UAP) are authorized to help with medications after completing an assistance with medication course and receiving delegation from the nurse. However, their training does not include making **assessment decisions** regarding the administration of medications. This is where the importance of parameters comes into play. A doctor may write an order for 30 cc of Milk of Magnesia (MOM) every day as needed (prn). If the resident is not able to ask for the MOM, then the order should provide clear parameters so that a UAP does not have to guess when the medication should be given. For example, "MOM, 30 cc once, if no bowel movement within three days" would be a better written order. Also, consider providing parameters if the medication is not effective such as, "If not effective, repeat one time and notify the nurse".

Likewise, if a resident has an order for daily blood pressures or blood sugars, do not assume that a caregiver knows what is considered abnormal, if the order does not specify. Make sure that abnormal parameters are clearly defined, that staff know who they should report abnormal vital signs to, and that staff know how they are to respond.

