Health Resources
Development Service

Oklahoma State
Department of Health

Health Facility Systems
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ALZHEIMER'S DISEASE OR RELATED DISORDERS SPECIAL CARE DISCLOSURE FORM

All questions relate to the specialized Alzheimer's disease or related disorders care the individual facility provides. The use of the word "resident" refers to residents with Alzheimer's disease or related disorders.

Facility Instructions

1. Complete this Disclosure Form according to the care and services your facility provides. You may **not** amend the form, but you may attach an addendum to expand on your answers.
2. Provide copies of the Disclosure Form to anyone who requests information on the care for Alzheimer's or related disorders in your facility.
3. If the facility is a Continuum of Care Center (CCRC), indicate the service at Facility type. For instance, if the Alzheimer's beds are in the Assisted Living Center (ALC) portion/service of a CCRC, list as ALC, not CCRC, so that service can be identified with the bed type. If a CCRC has Alzheimer beds, in the ALC, and the nursing facility (NF), a disclosure form is to be submitted for each facility type.
4. The form is to be submitted with the application, for renewal, change of ownership, and bed additions that affect the total number of licensed beds in the facility. For these submittals the form is to be mailed with the application to PO Box 268823, Oklahoma City, OK 73126-8823.

Facility Information

Facility Name: Weatherwood Assisted Living and Memory Care

License Number: AL2003 Telephone Number: (580) 774-2955

Address: 3601 E. Main, Weatherwood, OK 73096

Administrator: Michelle Carter Date Disclosure Form Completed: 07 / 13 / 2018

Completed By: Michelle Carter Title: Executive Director

Number of Alzheimer Related Beds: 9

Maximum Number of participants for Alzheimer Adult Day Care: 0

What types of providers must furnish a Disclosure Form?

State rules require the Disclosure Form be provided by any nursing or specialized nursing facility, residential care home, assisted living center, continuum of care facility, or adult day care center that advertises, markets or otherwise promotes they provide care or treatment to residents with Alzheimer's disease or related disorders in a special unit or under a special program.

What is the purpose of the Disclosure Form?

This Disclosure Form gives families and other interested persons the facility description of the services it provides and how these services target the special needs of residents with Alzheimer's disease or related disorders. Although the information categories are standardized, the information reported is facility-specific. This format gives families and other interested persons consistent categories of information, so they can compare facilities and services. The

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Disclosure Form is *not* intended to take the place of visiting the facility, talking with other residents' family members, or meeting one-on-one with facility staff. This form contains additional information, which families can use to make more informed decisions about care.

Check the appropriate box below.

☐ New application. Complete this form in its entirety and submit with your application before entering into an agreement to provide care or treatment as a Specialized Alzheimer Care provider.

☐ No change, since previous application submittal. Submit this form with your renewal application.

☐ Limited change, since previous application submittal. Only respond to the form items changed, and submit this form with your renewal application.

☐ Substantial change, in the information previously submitted. This box is applicable to bed changes, changes of ownership, or other changes that would not occur with a renewal application submittal.

PRE-ADMISSION PROCESS

A. What is involved in the pre-admission process?

☑ Visit to facility ☑ Home assessment ☑ Medical records assessment
☐ Written Application ☑ Family interview ☐ Other: _____

B. Services (see following chart)

Service	Is it offered? Yes/No	If yes, is it included in the base rate or purchased for an additional cost?
Assistance in transferring to and from a wheelchair	Yes	Included
Intravenous (IV) therapy	No	NA
Bladder incontinence care	Yes	Included
Bowel incontinence care	Yes	Included
Medication injections	Yes	Included
Feeding residents	Yes	Included-hand over hand assistance
Oxygen administration	yes	Included
Behavior management for verbal aggression	Yes	Included
Behavior management for physical aggression	Yes	Included
Meals (3 per day)	Yes	Included
Special diet	Yes	Included
Housekeeping (1 days per week)	yes	Included-at least 1 X weekly
Activities program	Yes	Included
Select menus	Yes	Included
Incontinence products	Yes	Additional Cost
Incontinence care	Yes	Included
Home Health Services	No	outside source

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Temporary use of wheelchair/walker	Yes	Included
Injections	Yes	Included
Minor nursing services provided by facility staff	Yes	Included
Transportation (specify)	Yes	Included
Barber/beauty shop	Yes	Additional Cost

C. Do you charge more for different levels of care? ..... ☐ Yes ☒ No

If yes, describe the different levels of care. additional fee for incontinence only

I. ADMISSION PROCESS

A. Is there a deposit in addition to rent? ..... ☒ Yes ☐ No

If yes, is it refundable? ..... ☒ Yes ☐ No

If yes, when? only if move out occurs within 30 days of deposit

B. Do you have a refund policy if the resident does not remain for the entire prepaid period? ☒ Yes ☐ No

If yes, explain amount is prorated

C. What is the admission process for new residents?

☑ Doctors' orders ☑ Residency agreement ☑ History and physical ☑ Deposit/payment

☐ Other: _____

Is there a trial period for new residents? ..... ☒ Yes ☐ No

If yes, how long? Respite care option- based on individualized needs

D. Do you have an orientation program for families? ..... ☒ Yes ☐ No

If yes, describe the family support programs and state how each is offered.

Welcome Home program- 3 days prior to move in and duration of first 30-days of move in.

II. DISCHARGE/TRANSFER

A. How much notice is given? 30-day by resident, Immediate, 5, or 10 day notice may be given by community

B. What would cause temporary transfer from specialized care?

☑ Medical condition requiring 24 hours nursing care ☑ Unacceptable physical or verbal behavior

☑ Drug stabilization ☑ Other: change in condition for needs unable to be met by community

C. The need for the following services could cause permanent discharge from specialized care:

☑ Medical care requiring 24-hour nursing care ☐ Sitters ☐ Medication injections

☐ Assistance in transferring to and from wheelchair ☐ Bowel incontinence care ☑ Feeding by staff

☑ Behavior management for verbal aggression ☐ Bladder incontinence care ☐ Oxygen administration

☑ Behavior management for physical aggression ☑ Intravenous (IV) therapy ☐ Special diets

☐ Other: _____

D. Who would make this discharge decision?

☑ Facility manager ☑ Other: Regional RN, and community health and wellness director

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E. Do families have input into these discharge decisions?..... ☒ Yes ☐ No

F. Do you assist families in making discharge plans? ..... ☒ Yes ☐ No

III. PLANNING AND IMPLEMENTATION OF CARE (check all that apply)

A. Who is involved in the service plan process?

☑ Administrator ☑ Nursing Assistants ☑ Activity director ☑ Family members
☑ Licensed nurses ☑ Social worker ☑ Dietary ☑ Physician ☑ Resident

B. How often is the resident service plan assessed?

☐ Monthly ☐ Quarterly ☑ Annually ☑ As needed
☑ Other: every 6 months and change in condition

C. What types of programs are scheduled?

☑ Music program ☑ Arts program ☑ Crafts ☑ Exercise ☑ Cooking
☑ Other: spiritual needs, aroma therapy

How often is each program held, and where does it take place? music 2 X/week, arts and crafts 5-7 X/week, exercise daily, cooking 1 X/month, bible study and church at least 2 X/week, aroma therapy 2 X/week

D. How many hours of structured activities are scheduled per day?

☐ 1-2 hours ☐ 2-4 hours ☑ 4-6 hours ☐ 6-8 hours ☐ 8 + hours

E. Are residents taken off the premises for activities?..... ☒ Yes ☐ No

F. What specific techniques do you use to address physical and verbal aggressiveness?

☑ Redirection ☐ Isolation
☑ Other: one on one, change in scenery, family involvement, Physician involvement

G. What techniques do you use to address wandering?

☑ Outdoor access ☑ Electro-magnetic locking system ☐ Wander Guard (or similar system)
☑ Other: staff involvement

H. What restraint alternatives do you use?

none

I. Who assists/administers medications?

☑ RN ☑ LPN ☑ Medication aide ☐ Attendant
☐ Other:

IV. CHANGE IN CONDITION ISSUES

What special provisions do you allow for aging in place?

☑ Sitters ☐ Additional services agreements ☑ Hospice ☑ Home health

If so, is it affiliated with your facility?..... ☐ Yes ☒ No

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☐ Other: _____

V. STAFF TRAINING ON ALZHEIMER'S DISEASE OR RELATED DISORDERS CARE

A. What training do new employees get before working in Alzheimer's disease or related disorders care?

☑ Orientation: 8 hours ☑ Review of resident service plan: 8 hours
☑ On the job training with another employee: 120 hours
☐ Other: _____

Who gives the training and what are their qualifications?

LPN, ED, Business Office manager, Maintenance, Dietary manager, Resident programs director

B. How much on-going training is provided and how often?
(Example: 30 minutes monthly): 2 hours/month at least

Who gives the training and what are their qualifications?

LPN, ED, Home Health, Hospice, Business Office manager

VI. VOLUNTEERS

Do you use volunteers in your facility?..... ☒ Yes ☐ No

If yes, please complete A, B, and C below.

A. What type of training do volunteers receive?

☐ Orientation: _____ hours ☐ On-the-job training: _____ hours
☑ Other: training geared towards specific volunteer task as needed, tour of community, Dementia education PRN

B. In what type of activities are volunteers engaged?

☑ Activities ☐ Meals ☑ Religious services ☑ Entertainment ☑ Visitation
☐ Other: _____

C. List volunteer groups involved with the family:

local church groups; home health;

hospice; _____;

music therapy; _____;

VII. PHYSICAL ENVIRONMENT

A. What safety features are provided in your building?

☑ Emergency pull cords ☑ Opening windows restricted ☐ Wander Guard or similar system
☑ Magnetic locks ☑ Sprinkler system ☑ Fire alarm system
☑ Locked doors on emergency exits
☐ Built according to NFPA Life Safety Code, Chapter 12 Health Care
☐ Built according to NFPA Life Safety Code, Chapter 21, Board and Care
☐ Other: _____

B. What special features are provided in your building?

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☑ Wandering paths ☑ Rummaging areas ☑ Others: IN2L-computerized interactive learning

C. What is your policy on the use of outdoor space?

☑ Supervised access ☐ Free daytime access (weather permitting)

VIII. STAFFING

A. What are the qualifications in terms of education and experience of the person in charge of Alzheimer's disease or related disorders care?

dementia and Alzheimer's training during orientation of new staff, continuous education on Dementia and Alzheimer's throughout the year. LPN provides most of this training to the staff.

B. What is the daytime staffing ratio of direct care staff 2:9

What is the daytime staffing ratio of Direct Staffing to Residents in Special Care Unit? 2:9

C. What is the daytime staffing ratio of licensed staff? 2:9- Home Health/Hospice as needed

D. What is the nighttime staffing ratio of direct care staff? 2:9

What is the nighttime Ratio of Direct Staffing to Residents in the Special Care Unit? 2:9

E. What is the nighttime staffing ratio of licensed staff? Licensed Nurse on call 24/7, HH/Hospice PRN

NOTE: Please attach additional comments on staffing policy, if desired.

IX. Describe the Alzheimer's disease special care unit's overall philosophy and mission as it relates to the needs of the residents with Alzheimer's disease or related disorders.

Every day, Senior Lifestyle's caring team members purposefully brighten and enrich the lives of those we serve with dedication to our core values.

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