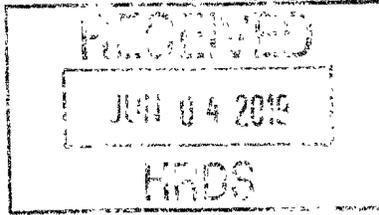


Health Resources
Development Service

Oklahoma State
Department of Health



Health Facility Systems
1000 NE 10th Street
Oklahoma City, OK 73117-1207-8823
Phone 405.271.6868
Fax 405.271.7360
E-mail HealthResources@health.ok.gov

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: Autumn Leaves of Southwest Oklahoma City

License Number: AL5543 Telephone Number: 405-237-7070

Address: 2232 SW 104th Street, Oklahoma City OK 73159

Administrator: Michael Hunter Date Disclosure Form Completed: 05 / 17 / 2019

Completed By: Michael Hunter Title: Executive Director

Number of Alzheimer Related Beds: 50

Maximum Number of participants for Alzheimer Adult Day Care: N/A

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

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 | |
| Bladder incontinence care | YES | Included |
| Bowel incontinence care | YES | Included |
| Medication injections | NO | |
| Feeding residents | YES | Included |
| Oxygen administration | YES | Included |
| Behavior management for verbal aggression | NO | |
| Behavior management for physical aggression | NO | |
| Meals (<u>3</u> per day) | YES | Included |
| Special diet | YES | Included |
| Housekeeping (<u>5</u> days per week) | YES | Included |
| Activities program | YES | Included |
| Select menus | YES | Included |
| Incontinence products | YES | Additional Cost |
| Incontinence care | YES | Included |
| Home Health Services | NO | |

RECEIVED
JUN 04 2019
HRDS

| | | |
|---|-----|-----------------|
| Temporary use of wheelchair/walker | YES | Included |
| Injections | NO | |
| Minor nursing services provided by facility staff | YES | Included |
| Transportation (specify) | NO | |
| 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. _____

I. ADMISSION PROCESS

A. Is there a deposit in addition to rent? Yes No
 If yes, is it refundable? Yes No
 If yes, when? _____

B. Do you have a refund policy if the resident does not remain for the entire prepaid period? Yes No
 If yes, explain Community requires 30-day move out notice. If room is vacated prior and subsequently re-leased, a pro-rated refund is given.

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? _____

D. Do you have an orientation program for families? Yes No
 If yes, describe the family support programs and state how each is offered.
Community offers family night and other activities as well as support groups for all resident families.

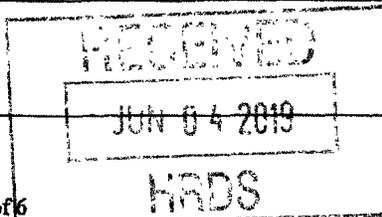
II. DISCHARGE/TRANSFER

A. How much notice is given? 30 days or less as allowed by law when resident poses a threat to himself or other or community cannot meet their needs

B. What would cause temporary transfer from specialized care?
 Medical condition requiring 24 hours nursing care Unacceptable physical or verbal behavior
 Drug stabilization Other: _____

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: Director of Health Care



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: Within 14 days of move-in; 90 days following move-in; change in condition

C. What types of programs are scheduled?

- Music program Arts program Crafts Exercise Cooking

Other: on-site entertainment and special guests/programs/events

How often is each program held, and where does it take place? M-F daily life engagement, some weekend activities

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: _____

G. What techniques do you use to address wandering?

- Outdoor access Electro-magnetic locking system Wander Guard (or similar system)

Other: _____

H. What restraint alternatives do you use?

Wheelchair/bed alarms, geriatric chairs, low beds

I. Who assists/administers medications?

- RN LPN Medication aide

Other: _____

RECEIVED

MAY 04 2013

HRDS

Home health

IV. CHANGE IN CONDITION ISSUES

What special provisions do you allow for aging in place?

- Sitters Additional services agreements Hospice

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

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: 12 hours Review of resident service plan: 1 hours

On the job training with another employee: 16 hours

Other: _____

Who gives the training and what are their qualifications?

Community provides computer based training as well as in-person instruction from specialized dementia practitioners across all disciplines.

B. How much on-going training is provided and how often?

(Example: 30 minutes monthly): 1-2 hours per month

Who gives the training and what are their qualifications?

Specialized dementia practitioners across all disciplines

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: 8 hours On-the-job training: 8 hours

Other: _____

B. In what type of activities are volunteers engaged?

Activities Meals Religious services Entertainment Visitation

Other: _____

C. List volunteer groups involved with the family:

_____; _____;
_____; _____;
_____; _____;

VII. PHYSICAL ENVIRONMENT

A. What safety features are provided in your building?

Emergency pull cords Opening windows restricted

Magnetic locks Sprinkler system

Locked doors on emergency exits

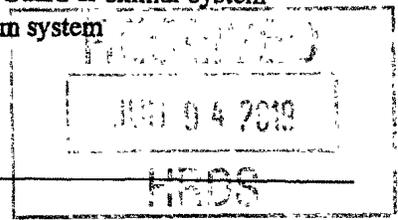
Built according to NFPA Life Safety Code, Chapter 12 Health Care

Built according to NFPA Life Safety Code, Chapter 21, Board and Care

Other: _____

Wander Guard or similar system

Fire alarm system



B. What special features are provided in your building?

Wandering paths Rummaging areas Others: _____

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?

Executive Director is Oklahoma certified Long Term Care Administrator and has received specialized training in dementia care.

B. What is the daytime staffing ratio of direct care staff 1:10

What is the daytime staffing ratio of Direct Staffing to Residents in Special Care Unit? No special care unit

C. What is the daytime staffing ratio of licensed staff? 2:50

D. What is the nighttime staffing ratio of direct care staff? 3:50

What is the nighttime Ratio of Direct Staffing to Residents in the Special Care Unit? No special care unit

E. What is the nighttime staffing ratio of licensed staff? 1:50

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.

SEE ATTACHED

