



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: Brookdale Oklahoma City Southwest
 License Number: _____ Telephone Number: 405-691-0409
 Address: 10001 S. May Ave. Oklahoma City, OK 73159
 Administrator: Emily Cook Date Disclosure Form Completed: 9 / 20 / 2019
 Completed By: Emily Cook Title: Executive Director
 Number of Alzheimer Related Beds: 36
 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

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	Yes, unless 2 person assist
Intravenous (IV) therapy	No	N/A
Bladder incontinence care	Yes	Yes
Bowel incontinence care	Yes	Yes
Medication injections	No	N/A - Third Party
Feeding residents	Yes	Additional Cost
Oxygen administration	Yes	Additional Cost
Behavior management for verbal aggression	Yes	Yes
Behavior management for physical aggression	Yes	Yes
Meals (<u>3</u> per day)	Yes	Yes
Special diet	Yes	Yes
Housekeeping (<u>1</u> days per week)	Yes	Yes
Activities program	Yes	Yes
Select menus	Yes	Yes
Incontinence products	Yes	Additional Cost
Incontinence care	Yes	Yes
Home Health Services	Yes	Third Party

Temporary use of wheelchair/walker	Yes	Yes
Injections	No	N/A - Third Party
Minor nursing services provided by facility staff	Yes	Yes
Transportation (specify)	Yes	Additional Cost
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. Specific types of care incur additional charges



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 Monthly rate is prorated upon end of 30 day notice providing all resident belongings are removed from apartment

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.
Review of Family Handbook and a monthly caregiver support group

II. DISCHARGE/TRANSFER

A. How much notice is given? 30 day notice and intercompany transfer can happen same day

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: w/assistance from District Mgt. Team and consult w/ PCP and Family

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 or Family

B. How often is the resident service plan assessed?
 Monthly Quarterly Annually As needed
 Other: Every 6 months and upon change of condition

C. What types of programs are scheduled?
 Music program Arts program Crafts Exercise Cooking
 Other: Spiritual, Intellectual, Social, Weekly outings

How often is each program held, and where does it take place? Most are daily, but all are at least once per week - various areas of the community or outside of community if its an outing

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: Redirection, Life Stations

H. What restraint alternatives do you use?
Safe Interventions and Redirection - involvement in programming - one on - one time involving resident in something they enjoy

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



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

Other: Brookdale HomeHealth is affiliated - it is a sister company w/in Brookdale

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: 24 hours
- Review of resident service plan: 1 hours
- On the job training with another employee: 16-24 hours
- Other: Time (at least 1 hour) spent w/ each manager in community - Nursing, Programming, Maintenance, Dining, Sales, Admin

Who gives the training and what are their qualifications?

All department mngts are involved with foundations training including the administrator, LPN, or RN

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

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

Who gives the training and what are their qualifications?

Administrator, LPN, Safety officer, Program Coordinator, at times Third party providers (Hospice/Home Health)

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: 16 hours
- On-the-job training: 16 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
- 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?

Wandering paths

Rummaging areas

Others: Life Stations

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?

Licensed Practical Nursing - Dementia Specific Training

B. What is the daytime staffing ratio of direct care staff 1 to 9 residents from 6a-2p

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

C. What is the daytime staffing ratio of licensed staff? LPN 8 hrs/day

D. What is the nighttime staffing ratio of direct care staff? 1 to 12 residents from 2p-10p

What is the nighttime Ratio of Direct Staffing to Residents in the Special Care Unit? Same

E. What is the nighttime staffing ratio of licensed staff? 2 at all times during night shift

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.

"Ensuring Daily Moments of Success" through person centered care and programming. Enriching the lives of those we serve with compassion, respect, excellence, and integrity

