

800 HOMESTYLE FACILITIES

801 PILOT PROJECT

The construction and operation of HomeStyle facilities is a pilot project of the State of Arkansas to determine the efficacy of an alternative long-term care model.

Facilities participating in the project will be required to maintain detailed medical and social records of residents. The records will contain an initial assessment of the medical and social conditions and needs of residents at the time of admission which will form a baseline measure. The baseline will be compared by the Office of Long Term Care or its designees with subsequent records maintained by the facility to determine the level of functioning, social interaction, and medical conditions of residents to determine whether HomeStyle facilities result in improvements in those areas, including but not limited to the type and dosage amounts and frequency of medications. Further, facilities will be required to maintain detailed financial records.

To ensure accurate and reliable findings, the number of HomeStyle beds shall be limited to no more than one thousand (1000) in the state at any time. In the event that applications for the pilot program exceed one thousand (1000), the Office of Long Term Care shall have sole discretion in determining projects that shall be designated as HomeStyle facilities. Factors to be considered shall include, but not be limited to, the projected opening date of the project, the location of the project (in an attempt to locate projects in geographically and demographically diverse areas), whether the applicant has secured a Permit of Approval, whether the proposed project would meet criteria for approval by a nationally recognized organization that licenses, certifies, or permits the use of service marks for HomeStyle-type facilities, and related factors.

To qualify for the project, a facility must return to the Health Services Permit Agency currently unoccupied facility beds in an amount equal to twenty percent (20%) of the total number of beds that will be utilized in the HomeStyle facility. The unused beds may originate from any location in the State of Arkansas. An exception will be provided when the owner of the proposed HomeStyle facility has no ownership interest, either directly or indirectly, in more than one other nursing facility.

802 DEFINITIONS

- a. *Clinical support team* means non-universal workers of the entire facility that provide services to HomeStyle homes and any traditional nursing facility around which a HomeStyle home is constructed by providing support to self-directed or self-managed work teams through the development of goals and defining of roles, as well as providing services to residents. The clinical support team includes but is not limited to the Administrator, Director of Nursing, Assistant Director of Nursing, and MDS nurse.

- b. *HomeStyle or HomeStyle facilities* means small, free-standing, self-contained homes that:
1. Surround or are adjacent to a central administration unit, which may or may not be a traditional nursing facility;
 2. Provide up to twelve (12) private residents' rooms that are shared only at the request of a resident to accommodate a spouse, partner, family member, or friend. Additionally, a spouse that does not meet medical criteria for nursing facility placement may reside in the room assigned to a spouse who is admitted to the facility and who meets medical criteria for admission. The facility may charge the spouse who does not meet medical criteria for room and board, as well as other services so long as the facility meets all requirements for cost reporting;
 3. Has a full, accessible private bathroom for each resident room that contains at a minimum a toilet, sink, and shower;
 4. Has the appearance of a residential dwelling for both the exterior and the interior;
 5. Has residents' rooms constructed around a central, communal, family-style open space that includes a hearth, dining area, and residential-style kitchen. The central communal area shall contain a living area where residents and staff may socialize, dine, and prepare food together that, at a minimum, provides a living room seating area, a dining area large enough for a single table serving all residents in the home plus two staff members, and an open full kitchen. The communal area may include a gas fireplace with a fixed, "stay-cool" glass screen;
 6. Contains residential style design approach, scale, details, and materials throughout the home that are similar to the typical residential designs and finishes in the immediate surrounding community and does not contain or utilize commercial and institutional elements and products such as nurse station, medication carts, hospital or office type florescent lighting, acoustical tile ceilings, institutional style railings and corner guards, room numbering, labeling and signage that would not normally be found in a home setting. Where regulations require specific institutional elements, every effort shall be made to provide the institutional elements in a manner consistent with what might be found in a new home in the community (e.g., residential wall sconces used for required nurse call lights);
 7. Has outdoor space that:
 - A. Allows residents to ambulate, with or without assistive devices such as wheelchairs or walkers;
 - B. Signals staff wirelessly when someone enters the outdoor space from the HomeStyle home;
 - C. Is partially covered to protect from sun and elements under the covered area;
 - D. Provides for outdoor activities;
 8. Utilizes a wireless alert system or call system meeting the requirements in Section 440.3. The system shall also include, for residents who have been care planned to be at risk for wandering or elopement, location bracelets that permit residents to signal for assistance and permits staff to locate residents. Wired call or alert systems and overhead paging are not permitted;

9. Utilizes a wireless communication and notification system for staff. The system shall provide a means for notification of staff both in the home and in other homes or other areas of the facility by other staff;
 10. Contains ample natural light in each habitable space provided through exterior windows and other means, with window areas, exclusive of skylights and clearstories, being a minimum of 10 percent (10%) of the area of the room;
 11. Has built-in safety features (e.g., magnetic locks on cabinets with chemicals or knives) to allow all areas of the house, including the kitchen and any staff office, to be accessible to the residents during the majority of the day and night;
 12. Provides self-directed care for residents through the establishment of self-managed or self-directed work teams consisting of certified nursing assistants;
 13. Prepares and cooks at least 80% of resident meals in the HomeStyle home. Nothing in this regulation prohibits the consumption of foods:
 - A. Prepared outside the HomeStyle home by family, acquaintances or social organizations such as churches;
 - B. Grown in or on the grounds of the HomeStyle home by residents or staff; or,
 - C. Prepared by local retail eating establishments that are licensed or inspected by the Arkansas Department of Health;
 14. Trains all staff involved in the operation of the project in the philosophy, operations, and skills required to implement and maintain self-directed care, self-directed or self-managed work teams, a non-institutional approach to life and care in long-term care, appropriate safety and emergency skills, and other elements required for successful operations and outcomes of the project;
 15. Is designed to be fully independent and disabled accessible;
 16. Has overhead lift tracks that run from the bed into the bathroom in each resident room;
 17. Has at least one lift motor for each HomeStyle home;
 18. Has separate slings for each resident in the facility who requires a lift;
 19. Is not connected to, or shares, any area that would not typically be connected or shared between private homes in the surrounding community (such as a driveway); and,
 20. Has all residents' room entrances visible from the central communal area.
- c. *Home or homes* means each discrete HomeStyle unit housing up to twelve (12) private residents' rooms.
 - d. *Person-directed care* means a holistic model that takes into consideration each resident's physical, mental, and social needs in the development of a care and treatment plan and the delivery of services that is driven to the greatest extent possible by resident choice, as opposed to an institutional medical model that is schedule and task driven.
 - e. *Self-directed or Self-managed work team* means the universal workers assigned to a specific HomeStyle home and who determine, plan and manage day-to-day activities in the house with little or no direct supervision.
 - f. *Food safety* means a method of ensuring safe preparation and delivery of food for and to residents.

- g. *Family-style dining* means residential-style dining, in which all food is placed in serving bowls, platters and similar residential serving dishes on the table, residents and staff dine together, and residents are encouraged to serve themselves or serve themselves with help from staff.
- h. *Universal or Flexible Worker* – A certified nursing assistant who has received additional training in the areas of dietary, housekeeping, activities, and laundry and is a member of the self-managed or self-directed work team.

803 DESIGNATION

Facilities meeting the requirements for HomeStyle shall be designated as such on the license issued to the facility, with the designation specifying the number of HomeStyle homes and the total number of beds in the HomeStyle homes. Facilities designated as Green House® facilities shall be deemed to be HomeStyle facilities, and the one thousand (1000) bed limitation shall include all beds for facilities designated or deemed to be Green House® or HomeStyle.

A facility may combine HomeStyle homes with a traditional nursing facility. However, the designation as HomeStyle shall apply only to those homes that meet the requirements for HomeStyle set forth herein and not to the facility as a whole.

804 STAFFING

Facilities designated by the Office of Long Term Care as HomeStyle facilities shall employ the same staffing ratios and otherwise comply with Section 520 of these regulations; provided, however, that Certified Nurse Assistants (CNAs) utilized in HomeStyle facilities may act as universal workers. For purposes of this regulation, *universal or flexible worker* means a CNA who, in addition to performing CNA duties, performs dietary, laundry, housekeeping, activities and other services to meet the needs of residents.

Staffing ratios for HomeStyle homes shall be computed based on the midnight census. Except for licensed staff, staffing ratios shall be computed for each home individually and not the facility or all HomeStyle homes as a whole. Each home shall have at least two (2) CNA present at all times during the day and evening shifts and at least one (1) CNA present at all times during the night shift.

805 STAFF TRAINING

- a. In addition to any state or federal training requirements pertaining to long term care facilities, each CNA working in a HomeStyle home shall complete the following eighty (80) hours of training to include but not limited to:

<u>TRAINING</u>	<u>HOURS</u>
HomeStyle Model v. Traditional Model	4.0

<u>TRAINING</u>	<u>HOURS</u>
Activities development of, and appreciation for, activities designed to meet the individual's personal preferences and needs.	
Replacing the medical model role of employees	
Disregarding the medical model role of residents	
Organizational Culture Change	
Universal/Flexible Worker	4.0
Concept	
Responsibilities of the Worker	
Person-directed Care	4.0
Concepts and Relationship Building	
Execution	
Documentation	
Self-Managed or Self-Directed Work Team	8.0
Concept	
Responsibilities	
Conflict Resolution and Learning Circles	
Staffing	
Food Safety	30.0
Introduction	
Safety	
Contamination	
Allergies	
Therapeutic Diets	
Thickening Agents	
Food Preparation	
Family style dining	4.0
Concept	
Measuring intake	
Management	
Safety	
Documentation	
Emergency Situations and Evacuation	8.0
Fire Drills	
Tornado Drills	
Disaster Drills	
Evacuation	
Emergency Equipment (fire extinguishers, generators, water and gas shut-offs, etc.)	
Behavioral Issues	
Choking	
Emergency calls	
Environmental policy	
Cottage Equipment Use	8.0
Appliance Usage (microwave, vent-a-hood, stove, fryer, lifts,	

<u>TRAINING</u>	<u>HOURS</u>
whirlpools, washer and dryers, air-conditioners, etc.)	
Appliance Safety (changing grease, cleaning vent-a-hood, etc.)	
Cottage Orientation	2.0
Phone system	
Call system	
Cleaning Supply Storage	
Cleaning Supply Usage	
Workplace Organization	
Communication	4.0
Communication Skills	
Coaching Skills	
Accountability	
Support	
Observation skills	4.0
How to obtain a history from family	
How to initiate a resident observation	
How a care plan is developed	
How to read a care plan	
How to modify a care plan	
How to identify a resident's change in condition	

- b. Upon opening and for the first ninety days of continuous operation of a HomeStyle unit, all CNAs working in that unit shall complete all of the required training listed in (a) above prior to providing services in the HomeStyle home.
- c. After a HomeStyle home has been in continuous operation servicing residents for at least ninety (90) days, each CNA assigned to the HomeStyle home for the first time, and who has not been trained in accordance with subsections (a) and (b), above, shall complete the following sixteen (16) hour training schedule before working with residents:

<u>TRAINING</u>	<u>HOURS</u>
HomeStyle Model v. Traditional Model	1.5
Universal/Flexible Worker	1.5
Person-Directed Care	3.0
Self-Managed or Self-Directed Work Team	3.0
Food Safety	3.0
Family-style dining	1.0
Emergency Situations and Evacuations	1.0
Cottage Equipment Use	1.0
Cottage Orientation	1.0

Following the sixteen (16) hour training the CNA shall complete the remaining sixty-four (64) hours of training listed in (a) above within sixty (60) days.

- d. All shared common staff shall undergo the following within 30 days of the opening of the first HomeStyle home.

<u>TRAINING</u>	<u>HOURS</u>
HomeStyle Model v. Traditional Model	1.5
Clinical Support Team	1.0
Universal Worker Concepts	1.0
Self-Managed or Self Directed Work Team	3.0
Person-Directed Care	3.0
Team Communication	1.0
Learning Circles	1.0
Understanding Aging in the Elderly	1.0
Medication Storage and Administration	1.5
Emergency Situations and Evacuation	2.0
Cottage Orientation	1.0

806 TRAINING APPROVAL

Each facility seeking designation as a HomeStyle facility shall provide to the Office of Long Term Care a syllabus, a list of required reference and study materials, and a proposed curriculum of training as required in Section 805. For purposes of this section, the term *curriculum* means a detailed study guide that states the learning objectives and provides information or materials designed to impart to the student or trainee the necessary skills, knowledge or ability required under the learning objectives. The Office of Long Term Care shall evaluate the submission and either approve the submission in writing or inform the facility in writing as to any deficiencies in the training submission. All training required under Section 805 must be approved in writing by the Office of Long Term Care or shall be deemed to be in violation of the requirements of Section 805.