



MN-DONA DISTRICT V AGENDA

MISSION: As Minnesota Naming Administrators in long term care, it is our mission to promote leadership excellence through education, networking, mentoring and advocacy for the benefit of our members and the people in the communities we serve.

“Our vision is to be known as a leader in the evolving climate in long-term care”

May 15, 2014

12:30

Pizza Ranch

Montevideo, MN

Treasurer’s report: about \$100

New Business:

We discussed at length the orientation process and what each person had in place. There was a wide variety of number of shifts (4-10) Some people do classroom orientation before being on the floor and others wait until after they have been on the floor for a month or so. Some people have a preceptor program and others do not. Many people have staff complete on-line training prior to being on the floor and others have them do it within 1 month of hire. Many facilities have many or all of the department heads meet with the new orienties to talk about each department. Some facilities have found it beneficial to meet with the new employee at 30 and 90 days to see how it is going.

We also discussed attendance policy and enforcement. Some people have a point system for call in and others calculate out the percentage of call ins. IT was suggested that people ask during the interview process “tell me about your attendance record.”

We also reviewed QAPI and PIP programs that people are working on a website was shared for information on QAPI. <http://www.cms.gov/Medicare/Provider-Enrollment-and-Certification/QAPI/Downloads/QAPIPlan.pdf>. It was discussed that the surveyors have been trained, but are not to be surveying on QAPI yet.

It was a very informative meeting – thank you to all who came and shared.

Next Meeting date: The next meeting is scheduled for July 17th – I will contact the south group and try to find a place in Marshall area to have it.

There is a level of trust that this groups has developed over time. We look to each other for support, feedback, a nd ideas. Information that is shared in this group may be private and is only meant for those at the meeting or in the email group. I am asking to maintain the integrity and trust level of this group that emails not be forwarded on to others and what is said at this meeting remain at this meeting. Please, continue to feel free to reply to all or to the individual for emails.