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Assisted Living Residences, Comprehensive Personal Care Homes & Assisted Living Programs

Disclaimer

- **This power point presentation is an educational tool prepared by the Department of Health that is general in nature. It is not intended to be an exhaustive review of the Department's administrative code & is not intended as legal advice. *Materials* presented should not substitute for actual statutory or regulatory language. Always refer to the current edition of a referenced statute, code &/or rule or regulation for language.**

Top Ten Deficiencies

**From: April 1, 2016
through March, 31, 2017**

A 0963-Pharmaceutical Services

8:36-11.5(f) (f) Medications shall be accurately administered and documented by properly authorized individuals, in accordance with prescribed orders.

A-0983 Pharmaceutical Services

8:36-11.7(a)(5) Medications shall be stored in accordance with manufacturer's instructions and/or extemporaneously applied pharmacy labels and/or directions and/or United States Pharmacopeia Drug Information, Drug Information for the Health Care Professional...

A 0779-Resident Assessments and Care Plans

8:36-7.5(c) (c) The registered professional nurse shall be called at the onset of illness, injury or change in condition of any resident to arrange for assessment of the resident's nursing care needs or medical needs and for needed nursing care intervention or medical care.

A 0565- General Requirements

8:36-5.10(a)(3) (a) The facility shall notify the Department immediately by telephone at 609-633-9034 (609-392-2020 after business hours), followed within 72 hours by written confirmation, of the following:

3. All suspected cases of resident abuse, neglect, or misappropriation of resident property, including, but not limited to, those which have been reported to the State of New Jersey Office of the Ombudsman for the Institutionalized Elderly for residents over 60 years of age;

A-1299 General Infection Control Policies and Procedures ^{#7/6}

8:36-18.3(a)(5) (a)Written policies and procedures shall be established and implemented regarding infection prevention and control including, but not limit to, policies and procedures for the following:

5. Techniques to be used during each resident contact, including handwashing before and after caring for a resident.

A 1073-Resident Records

#6/7

8:36-15.6(b) (b) All assessments and treatments by health care and service providers shall be entered according to the standards of professional practice. Documentation and/or notes from all health care and service providers shall be entered according to the standards of professional practice.

A-0891, Requirements for Dining Services, 8:36-10.5(a)

(a)The facility and personnel shall comply with the provisions of N.J.A.C. 8:24, Retail Food Establishments and Food and Beverage Vending Machines Chapter X11 of the New Jersey Sanitary Code.

A 1249-Houskeeping-Sanitation-Safety-Maintenance

#4/8

8:36-17.7 The building and grounds shall be well maintained at all times. The interior and exterior of the building shall be kept in good condition to ensure an attractive appearance, provide a pleasant atmosphere, and safeguard against deterioration. The building and grounds shall be kept free from fire hazards and other hazards to resident's health and safety.

A 0935- Pharmaceutical Services

#3/11

8:36-11.4(b) (b) All medications shall be administered by qualified personnel in accordance with prescriber orders, facility or program policy, manufacturer's requirements, cautionary or accessory warnings, and all Federal and State laws and regulations.

A 0753-Resident Assessments and Care Plans

8:36-7.3(c) (c) Documentation in the resident's record shall indicate review and any necessary revision of the resident service plan and/or health service plan

A 0310-Administration

8:36-3.4(a)(1) (a) The administrator or designee shall be responsible for, but not limited to, the following:

1. Ensuring the development, implementation, and enforcement of all policies and procedures, including resident rights;

Health Facility Survey and Field **Operations Procedures in Preparation of** **an** **Initial Survey**

Assisted Living Residence and Comprehensive Person Care Home

Prior to the scheduled date (one month prior), the facility will send to this office the following:

- 1. Directions to the facility**
- 2. Copy of the Certificate of Occupancy**
- 3. Copy of approval letter from “Health Care Plan Review”**
- 4. Two weeks of projected staffing**
- 5. Three or four weeks of menus**

Assisted Living Residence and Comprehensive Person Care Home

Prior to the scheduled date (one month prior), the facility will mail to this office the following:

- 6. Copy of the Admission Agreement & the Dementia Unit Admission Agreement where applicable**
- 7. Price structure for Levels of Care, listing of extra charges ie: transportation, laundry, services**
- 8. Medicaid Disclosure**
- 9. Floor Plans with room numbers (letter or legal size paper; not blue print size)**

Surveyor will review on-site at the scheduled Initial Survey:

1. **Employee files**
 - a. **Pre-employment physical exam and Mantoux test prior to employment (2-step Mantoux required)**
 - b. **Reference Checks**
 - c. **Job Descriptions**
 - d. **Inservice for: Concepts of Assisted Living, Infection Prevention and Control, Resident Rights, Abuse and Neglect, Pain management, Emergency Preparedness, Alzheimer's Care**
 - e. **Copies of License/certifications for appropriate personnel (RN, LPN, CALA, Cert. Nursing Assistant, CMA, etc.)**
 - f. **CPR, Heimlich and AED training**
2. **Facility's Policy and Procedure Manual should be available**

Assisted Living Program (ALP)

- Initial Survey Process

ALP providers must have a contract with subsidized housing unit to be served.

Written verification must be provided that ALP building is subsidized.
(ie:HUD)

ALP to provide this office with a diagram of the nursing office within the building which should have space for medication storage if needed, medical records storage and if at all possible a sink for the RN/CMA.

Review all regulations Subchapter 23

Review contracts and P&P with specific attention to:

The contract with the housing unit:

- Stipulate the tenant is not prohibited from ALP due to location or physical characteristics of the unit where residing.
- Stipulates the tenants may not be involuntarily moved to another unit to provide AL services.
- Written acknowledgment of “building manager” and “owner” that they have read the REGS and permit the ALP to operate in
 - accordance with the regulations.
- States P&P are in place for subsidized housing staff to notify the ALP staff when significant change in resident conditions occurs.
- P&P to ensure at least one person (housing or ALP) on premises 24 hours per day

Admission Agreement includes:

Services provided

Charges

Circumstances for changes in fees

Discharge criteria

Policy & Procedures

Staffing

RN delegation and responsibility

CMA responsibility

Abuse policy

Thank You