

HOME CARE NEWS

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- Update on Private Duty Fall Symposium
- Review of the Job Functions and Limitations of Home Services Agency Personnel
- Hospice Care and Private Duty

This is the first issue of our Company's monthly newsletter that aims to communicate to our workers and clients the developments in the field of home care so that they are kept abreast of the new regulations and other challenges brought about by them. We also use this medium to reach out to our workers and clients when we have important information that we want them to be aware of. (Editor)

The Private Duty Fall Symposium organized by HOME CARE ASSOCIATION OF AMERICA (HCAOA), of which 1st Choice Senior Home Care is a voting member, held its Fall Symposium this past September 15, 2016 from 10am-4pm at the Marriot Hotel in downtown Bloomington, IL. Topics discussed were the following:

1. Employment Law Update 2016: New Rules, New Challenges
2. Regulatory and IDPH Update
3. Scope and Practice along the Continuum (Hospice situation and challenges vis-à-vis hospice work, client's multi-faceted context, and Agency workers following the regulations set by the State)

Note: *In this issue, we will be focusing on Regulatory/IDPH Update and Scope and Practice along the Continuum*



Review and Recap

There have been some questions and confusions in the field about the job functions and limitations of the caregivers especially when they are faced by situations of hospice clients. This first issue aims to offer a review and recap of the training's content that 1st Choice gives to every caregiver before he/she is sent out to the client (cf. IL 77 Admin. Code 245). We recognize that sometimes other caregivers forget the details of the required training/orientation, so it is but appropriate to remind them of their job functions and limitations. These limitations of the non-medical personnel were also clearly discussed during the Symposium. Kendra Fabish, the outgoing Director of Illinois Department of Public Health (IDPH), openly talked about the regulations that ALL licensed Agencies have to follow.

Skin Care

- Assist with general skin care; does not include care of broken skin or chronic skin problems; **Preventive**, not therapeutic; may include application of non-medical lotions and solutions.

Ambulation

- Assist clients with ambulation; if assistive device is required, assistance permitted only after client is trained by licensed personnel

Bathing

- Assist client with bathing unless client has skilled skin care needs; may assist with bed bathing only if trained and competency tested and client able to direct.

Dressing

- Assist with ordinary clothing; may assist with OTC support stockings but not with prescription compression devices

Exercise

- Assistance limited to encouraging normal bodily movement and prescribed exercise plan
- No passive range of motion

Nail Care

- Assist with nail care without the use of sharp instruments; NO nail care if client has condition involving peripheral circulatory condition or loss of sensation; NO trimming of nails or cuticles.

Shaving

- Assist only with electric or safety razor.

Positioning

- Assist with simple assignment in bed, wheelchair or other furniture. Positioning **ONLY** when client can communicate needs and only when skilled skin care not required.

Toileting

- Assist with accessing toileting equipment, pericare and changing clothing or pads. Caregivers may empty or change external urine collection devices or ostomy bags under direction of client. Caregivers may NOT INSERT catheters, perform digital stimulation, insert suppositories or give enemas.

Transfers

- Assist when the client can stand and pivot; Adaptive, safety, and mechanical/electric equipment can be used if client can direct and worker has been trained and competency evaluated.

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Feeding

- Assistance when client can independently swallow and be positioned upright, choking hazard is minimal; NO syringe, tube or intravenous feeding

Hair Care

- Assist with maintenance and appearance of hair including shampooing with non-medicated shampoo

Mouth Care

- May assist in and perform mouth care; includes denture care and basic oral hygiene, including oral suctioning for mouth care for clients who are CONSCIOUS only. Otherwise, a nurse from a licensed Home Health Agency should do it.

Medication Reminding

- Assist only when medication set-up done by client, family or professional
- Medications must be stored in medication minder or similar arrangement
- Includes PROMPTING, HANDING CONTAINER to client, OPENING container only if client is unable.
- Applies to OTC and prescription

Respiratory Care

- NOT permitted/allowed, including turning off or changing oxygen tanks
- MAY temporarily remove cannula or mask as permitted while providing personal care

Not Permitted

- Skilled personal care; become or act as power of attorney; medication set-up or administration; other actions specifically prohibited by law or policy.

Illinois Hospice and Palliative Care

Advisory Board Meeting

The Illinois Hospice and Palliative Care Advisory Board met with IDPH on August 13, 2015. Karen Senger, IDPH, will be sending a reminder letter about unlicensed caregivers in the home and hospice being trained to provide medications. Karen is asking hospices **not to train anyone but family members** on how to give medications to keep them in the home. It seems that hospices are training unlicensed caregivers on how to give medications. This is not allowed. A similar communication was sent two years ago.

-c.f. <http://il-hpco.org/wp-content/uploads/2016/03/2015-AUG->

HOLIDAYS

1. Thanksgiving Day (11/24: Thursday)

Black Friday Shopping (11/25: Friday)

2. Christmas Eve (12/24: Saturday)

Christmas Day (12/25: Sunday)

3. New Year's Eve (12/31: Saturday)

New Year's Day (01/01: Sunday)

The "BER" months are here and holidays are coming. This means that ALL our workers all looking forward to their holidays off. Due to the high volume of requests from our workers for time off during the upcoming holidays, the following POLICY will be adhered of :

1. If your regular days off fall on the holidays, you may be granted a time off IF a reliable reliever can be found.
2. You may not change your scheduled work just so you can avoid working on those holidays.
3. Only ONE holiday among the 3 you can find here can be requested, NOT ALL. This is in fairness to other caregivers who also want to take their holiday off. So if you choose to be off on Thanksgiving Day, then you can't be off on Christmas or New Year's EVE/DAY.



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(Please cut this and mail to the office OR take a picture image and email to dtr1stchoice@gmail.com)

Date Submitted: _____

Caregiver's Name: _____

Client's Name: _____

Please Check only ONE:

_____ 1. Thanksgiving Day and Black Friday (11/24 and 11/25): Thursday and Friday

_____ 2. Christmas Eve and Christmas Day (12/24 and 12/25)

_____ 3. New Year's Eve and New Year's Day (12/31 and 01/10)

Date Received: _____

Date Granted: _____

Granted by: _____

PLEASE SUBMIT THIS REQUEST ON OR BEFORE NOVEMBER 7, 2016. THERE ARE NO MORE REQUESTS TO BE ENTERTAINED AFTER NOVEMBER 7.

PLEASE DO NOT SUBMIT LAST MINUTE REASONS, LIKE:

1. My family or friends bought me a last minute "surprise" ticket for you to travel somewhere else.
2. I am needed by my family and its Christmas Day so I want to be off!

NOTE: Please call Apol if you have some questions at 847 329 5122.