

Workforce Enhancement in Nursing Facilities Request for Proposals

The Kansas Department on Aging (KDOA) is accepting proposals for the 2010 Workforce Enhancement Grant for the provision of educational programs. The objective of the grant program is to improve the quality of life and quality of care for residents in both Medicare and Medicaid certified long term care nursing facilities and long term care units of hospitals by aiding in the development of ongoing statewide educational programs for unlicensed and licensed staff employed in these facilities. The educational program must be provided in at least two regions of the state (East, Central, and/or West).

Grant funds **shall not** be used to train unemployed individuals, or individuals employed in freestanding or attached Assisted Living Facilities, Residential Health Care Facilities, Home Plus, Boarding Care Facilities, Hospitals, Home Health Agencies or any other type of general employment. The grant will also not fund courses for certification as nurse aide, medication aide, home health aide, dietary manager or activity director. **Training provided to ineligible persons will not be reimbursed.**

Objectives of the educational programs should include increasing the basic knowledge of the participants and assisting participants to present in their nursing facility or long term unit the information presented in the program.

Accepted program topics are:

- Creating Home
- Infection Control Practice
- Safe and Sanitary Practices of Food Handling and Preparation, and when serving at Meals.
- Care of Residents with Dementia
- Communication and Teamwork
- Alteration in Skin Integrity: Prevention & Intervention
- Individualized Activities
- Care of Resident at End of Life
- Restorative Care

The program proposal shall include the following:

- course objectives
- course outline with time frame
- teaching strategies
- qualifications of presenters
- method(s) for evaluating effectiveness of the educational program
- copies of any handouts provided to attendees
- number of participants for each program
- number of times the program would be offered and location of each program
- itemized budget of the anticipated costs of the program and the cost per enrollee (including meals if reimbursement desired)

The program may be offered at no cost to the nursing facility or long-term care unit or at a fee of no greater than \$10.00 per registrant to be paid for by the nursing facility or long-term care unit. KDOA will reimburse the entity based on the proposed budget cost per number of participants and the number of actual participants that attend the program. The ratio of attendance for reimbursement at a program is only one licensed staff for no less than two unlicensed staff. There is no limitation on the number of unlicensed staff who will be reimbursed when attending a program. **Reimbursement shall not be provided for licensed staff that exceeds the ratio.**

Successful applicants must comply with all state and federal regulations. To receive reimbursement the entity must submit complete, typed reports including the detailed invoices and attendance rosters of the initial program and incentive program. Attendance roster of the initial program with the participants' original signature must also be submitted. Upon receipt of all the information and approval of KDOA, the entity will be reimbursed. The entity must also submit a quarterly evaluation of the progress of the program and participants' response.

Grant applicants must submit an original application and three copies. KDOA staff will review and approve proposals for appropriateness of course content, and location at which the program will be offered. Grant proposals must be submitted to KDOA by November 10, 2009, at close of the business day. The grant period shall be between January 1, 2010 and January 1, 2011. Grant proposals must be submitted to the attention of Caryl Gill, KDOA, 503 S. Kansas Avenue, Topeka, KS 66603. For questions, please contact Caryl Gill at (785) 296-4222 or via e-mail at Caryl.Gill@aging.ks.gov.

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