



Information Memorandum

Oregon Department of Human Services

Originating Cluster:

Seniors and People with Disabilities

Authorized by: Cindy Hannum
Signature

IM Number: SPD-IM-04-091

Date: 10/15/2004

Subject: Adult Foster Home Licenser's Training

Applies to (check all that apply):

- | | |
|--|--|
| <input checked="" type="checkbox"/> All DHS employees | <input checked="" type="checkbox"/> County DD Program Managers |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Children Adults and Families | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Community Human Services | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> Other (please specify): _____ | |

Message:

The Office of Licensing and Quality of Care will be sponsoring a collaborative training with the Senior and People with Disabilities' and Developmental Disabilities Licensing Units. The intended audience is adult foster home licensers, assistant licensers, and manager's of each respective program.

The training session for day one is intended for both SPD and DD staff. The material covered will include: Contract Registered Nurse Referrals, Board of Nursing Rules Review, Medication Reviews, Fire Safety and Evacuation Plans, and Provider Documentation.

The SPD training session for day two will include the following material: A Provider/Guest Speaker on Traumatic Brain Injury and Tips on Medication Safety in Adult Foster Homes, Wound Care, Program and Policy Updates, and Corrective Action. The DD training session for day two will include: Criminal History Check Rules; New Oregon Administrative Rules, and Financial Training.

The training will begin on November 3, 2004, at 8:30 a.m., and end at 4:30 p.m. on November 4, 2004. On-line registration for SPD staff is required and is available on the following web-site:

<http://dhstraining.hr.state.or.us/training/index.htm>

Note: This training will be limited to 50 participants on each day

Site: Roth's Hospitality Center, 1130 Wallace Road NW, Salem, OR 97301.

If you have any questions about this policy, contact:

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