

Department of Health and Human Services
Division of Public Health
Licensure Unit
301 Centennial Mall South
Lincoln, NE 68509-4986

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH
LICENSURE UNIT
CERTIFIES THAT

The Independence House At Mandarin
MEETS STATUTORY REQUIREMENTS AS AN
Assisted Living Facility
LIC #ALF251

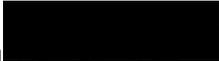
Services:

Alzheimer's Memory Care Endorsement
Aged/Disabled Med Wvr

EXPIRES:

April 30, 2017




Courtney N. Phillips, MPA
Chief Executive Officer
Department of Health and Human Services

Cut on heavy line and place on license

FACILITY NAME: The Independence House At Mandarin
ADDRESS: PO Box 85321, 4610 Mandarin Circle, Lincoln, NE 68516

This is to verify that your Assisted Living Facility is licensed through the date indicated on the above renewal card. Place the renewal card in the lower left hand corner of your original license.

Please notify this office at the address listed above of any change in name, address or ownership.

September 12, 2016

Brandy Higgins, Administrator
The Independence House At Mandarin
PO Box 85321, 4610 Mandarin Circle
Lincoln, NE 68516

Dear Ms. Higgins:

This is to acknowledge that The Independence House At Mandarin, Assisted-Living Facility License #ALF251, has been approved for the Memory Care Endorsement. Enclosed is a licensure card which shows Memory Care Endorsement and the expiration date of the license. This document replaces the previous renewal license.

Please contact this office for any questions.

Sincerely,



Eve Lewis, RNC, Program Manager
Office of Long Term Care Facilities
Licensure Unit, Division of Public Health
Department of Health and Human Services
(402) 471-3324

EL/dj



For Office of LTC use only	
Approval date:	9/7/14
License number:	ALF251
License expiration date:	4/30/17

Alzheimer's Special Care Unit Disclosure and Memory Care Endorsement Application

1. License type (Select one)

Alzheimer Special Care Unit Disclosure only

Alzheimer Special Care Unit Disclosure and Memory Care Endorsement

2. Type of application (Select one)

Initial Projected Opening Date: _____

Renewal License # ALF 251

Change of ownership

3. Facility information

Name of facility: The Independence House at Mandarin
(Doing Business As (DBA) name registered with Secretary of State)

888-
623- Facility

Phone: 402-475-7755 FAX: 1116 E-mail: Brandy@theindependencehouses.com

Street address: 4610 Mandarin Circle

City, State, ZIP: Lincoln, NE 68516 County: Lancaster

Mailing address: P.O. Box 85321, Lincoln, NE 68501-5321

Administrator: Brandy Higgins

Maximum endorsed capacity: 18

4. Applicant information

Owner (licensee) Management

Name of legal owning entity: Emerald Care Co.
(Exactly as registered with the Secretary of State)

Contact name: Marsha Stork

402-
474-

Phone: 402-475-7755 FAX: 2391 E-mail: marsha@theindependencehouses.com

Street address: 1609 N Street

City, State, ZIP: Lincoln, NE 68508

5. Disclosure information

Please attach additional page if needed.

A) Overall philosophy and mission:
The Independence Houses philosophy is to provide excellent quality of care in a comfortable, structured and secure home environment for individuals who can no longer live safely alone as a result of Alzheimer's disease or other related limited memory disorders. The Independence Houses for memory care are part of the Emerald Communities family. We feel residents should be treated with respect and dignity; promoting independence as much as possible.

Our mission is to staff The Independence Houses 24 hours a day with caregivers experienced and/or trained in the special needs of the dementia or Alzheimer's resident. The Administrator, Director of Nursing and Nurse Coordinator at Emerald Communities monitors all aspects of resident care, family needs and staffing. In addition, supervises and manages staff with an emphasis on quality and develops a positive rapport and relationship with community resources and facilities. The Administrator, Director of Nursing and/or Nurse Coordinator do the initial pre-admission assessment and admission of a resident and establishes an individualized care plan. In addition, they interact with the residents' physician. . The Administrator, Director of Nursing and/or Nurse Coordinator in the houses rotate on call responsibilities for overall nursing and management needs of the facility whenever not physically at the facility, as well as overseeing resident and staff needs. The Medication Aide that is the House Supervisor and another staff member share staffing on call responsibilities. The Director of Nursing and Nurse Coordinator are licensed in the State of Nebraska and are responsible for the direction and monitoring of medication administration.

The Director of Nursing and Nurse Coordinator assist with the supervision and direction of staff providing resident care. They will take appropriate action to assure adequate staffing to provide resident care. They will coordinate orientation and in-service activities with the Office and mentor new employees at the facility. The Director of Nursing and Nurse Coordinator will perform resident assessments, administer medications, monitor for medication side effects, obtain orders from the residents' physicians, communicate with the families and coordinate resident care in compliance with facility policy and procedures.

Other staff includes caregivers that are Medication Aides and Nursing Assistants (the majority of which are certified through the State), who meet resident's unique needs, both physically and mentally. Also, there are an Activity Directors who stimulate exercise, orientation and a variety of positive interactions and fun activities appropriate to each resident's level of ability.

In addition, Jamie Peters, APRN and Cynthe Dumler, APRN both provide routine in-house visits and are available 24 hours a day for our resident family members, in conjunction with Dr. Martin as their consulting physician. Colette Wheeler, APRN provides psychiatric healthcare services as needed, she provides routine in-house visits and are available 24 hours a day for our resident family members and staff.

B) Criteria for placement in, transfer to:

The Administrator, Marketing Director / Coordinator, Director of Nursing and/or Nurse Coordinator of The Independence Houses contacts all inquiries regarding admission to The Independence Houses. Information and/or a personal meeting/tour of the home are arranged with the potential resident's representative if the resident's medical condition is appropriate and there is interest expressed in the facility.

If the resident's legal representative desires admission for the resident, an initial pre-admission assessment will be completed by the Administrator, Director of Nursing and/or Nurse Coordinator to determine if the individual is appropriate for admission. If the Administrator or designee determines the individual is appropriate, the legal representative must complete an admission packet and the services needed determined. The Administrator, Director of Nursing or Nurse Coordinator will contact the individual's local personal physician for admission orders.

The Independence Houses will admit persons without regard to race, color, creed, age, sex, marital status, handicap or national origin provided that:

- a. Individuals medical and mental needs can adequately be met in the home or by Emerald Communities or providers of services under contract to Emerald Communities.
- b. Services offered by the facility are suitable and beneficial medically and socially to the applicant; the prospective resident is predicted to benefit more from care at the house than from care in an institution.
- c. An assessment of each prospective resident is done by the Administrator, Director of Nursing and/or Nurse Coordinator or designee of The Independence Houses and ensures that their physical and mental condition is appropriate in this assisted living facility for Alzheimer's disease and related disorders. A list of current medications, if any, prescribed by their physician will be obtained.
- d. Resident complies with the law in regards to discrimination.
- e. A licensed bed is available in the home; otherwise they will be placed on a waiting list and contacted for admission as soon as a bed is available.
- f. Resident exhibits an attitude conducive to therapeutic care in the home. If abusive and/or uncooperative behavior is exhibited, the case will be reviewed as to suitability and safety of the individual and other residents.
- g. Formal paperwork required by The Independence Houses is completed and applicable fees submitted at the time of admission.
- h. Power of Attorney (POA) is designated to a responsible party and a copy of this document submitted to The Independence Houses at the time of admission.
- i. Resident, POA and family comply with requirements and responsibilities set forth by the facility.
- j. Resident is private pay and/or has supplemental long term care insurance.

The Independence Houses will obtain the services of the resident's licensed physician or designee in any instance where Emerald Cares' personnel determines that the resident's physical condition so requires immediate attention. The resident will be transferred to the hospital or nursing home when appropriate and/or ordered by the physician. In addition, The Independence Houses will immediately notify the responsible party of emergency care and/or transfer.

C) Criteria for discharge:

When residents require services beyond the capability and level for which the facility is licensed; resident, Power of Attorney (POA) or family fails to meet facility policies and procedures; payment is not received for services rendered; or upon the request from the POA of that resident, a dismissal will be in order. The Independence Houses will discharge residents from the home based on the following criteria:

- a. Residents' medical and mental needs/POA or family expectations cannot be adequately met in the facility or by Emerald Communities or by providers of services under contract, as stated in the Resident Service Agreement.
- b. Services offered by The Independence Houses are not suitable and beneficial medically

and socially to the resident; based on assessments done by the Administrator or designee.

c. Family/resident refuses outside contracted services, i.e. Hospice, Home Health or private duty nursing; based on assessments done by Administrator, Nurse and/or designee.

d. Family/resident refuses to comply with the law in regards to discrimination.

e. The Independence Houses reserves the right to terminate services immediately to a resident who has a consistent pattern of physically abusive behavior. When all efforts have failed, in coordination with their physician, to modify their aggressive physical behavior, at that point, the resident will be transferred to an appropriate facility.

f. Resident, POA or family fails to meet the requirements and responsibilities set forth by the facility and their actions are detrimental to Emerald Communities. The facility retains the right to make the final determination as to the appropriateness of residence in the facility.

g. Residents' responsible party is unable or refuses to pay for services at the house. If funds are depleted, Medicaid Waiver is offered at one of The Independence House facilities designated by Emerald Communities on an availability basis after a minimum of two years of paying privately.

The Administrator will have discretion regarding the retention of a resident. The Administrator or designee will contact the responsible party and discuss the concern(s) regarding why discharge from the home is necessary for the resident. When a skilled facility is identified for the resident to be transferred to, the Administrator or Nurse will contact that facility and work with them in order that a smooth transition will occur. The Administrator or Nurse contacts the individuals' physician for orders and completes a transfer/discharge form to be sent with the resident at the time of the discharge.

D) Process for assessment and establishing the plan of care:

Before admission, an assessment is done by the Administrator, Nurse or designee from The Independence Houses to determine the extent of the disease and to insure that the resident does not require care beyond assisted living licensure level. After the pre-admission assessment is completed and documented, a plan of care is set up involving the physician, nurse, resident (if possible) and family/POA. Orders are signed by the physician on admission and updated as needed, if the residents' condition changes. The caregivers have access to all the residents' plan of care.

A minimum of quarterly and as needed, an extensive head to toe assessment by the Nurse is done on each resident. Care plans are reviewed and updated as necessary. A review of the resident's care plan, medication record, advance directives, authorizations, outside resources, and liability for payment status will be reviewed with the resident's POA or responsible party on an annual basis and at the Administrator's discretion as resident needs change.

E) Staffing numbers/pattern:

The Independence Houses staff with a Certified Medication Aide and Certified Nursing Assistant or Tech 24 hours per day, 7 days a week. In addition, an Activity Director is at the facility from 9 a.m. to 5 p.m. every day. Also, a House Supervisor who is a Certified Medication Aide assists with staffing and scheduling on a daily basis. Licensed nurses and the Administrator are in the facility Monday through Friday and on call if not in the facility.

F) Staff training and continuing education including four (4) hours related to dementia care and

training for cultural competencies:

All employees will receive an initial orientation. All caregivers attend a minimum of 12 hours of in-services annually on topics pertinent to the needs of the facilities, residents, and operations. These are conducted online and in person. Also, staff will complete Dementia Care training within the first three months of their employment. In addition, all Medication Aides attend a minimum of 4 hours of in-services annually on topics regarding medications and administration of meds. All licensed nurses will obtain continuing education hours required to maintain licensure. The Administrator will obtain continuing education hours required to maintain their certification.

Dementia Care and training includes: Examples of some of the programs offered:

- Dementia and Delirium: Diagnosis, Misdiagnosis and What We Need To Know**
- Communication: Powerful Tools For Communicating With Residents With Dementia and/or Delirium**
- Creating a 4 Star Dining Experience: Nutrition, Hydration and the Resident With Cognitive Impairment**
- Elopement Prevention: 10 Strategies For Preventing Wandering And Elopement**
- Behavior Management: Using Root Cause Analysis To Determine Underlying Motivations**
- Our Angry Resident: Causes and Creative Approaches To Care**

Cultural Competencies includes:

- Cultural Diversity: Supporting Culturally Diverse Residents**
- Culture Change: Creating A Climate Of Care That Is Person Centered, Person Specific And Person Directed**

G) Physical environment and features, including security features:

The Independence House at Mandarin is a spacious, secure ranch style home in the southeast part of Lincoln with numerous common areas and private bedroom, suites and semi-private accommodations all on the main level. The warm, cozy atmosphere of the home makes it a perfect place to live. There are beautiful and secure outer courtyards in the back of the house with a wandering path.

Emerald Care takes into consideration the risk factors involved with this type of housing for dementia residents and has taken steps to reduce risk factors. The following are examples of alternations made: To prevent residents from wandering away from the house unattended, the facility is locked and an outdoor area around the house is secured. Also, no resident is permitted to drive an automobile. Colors are calming and pleasant with many wide-open areas to wander, including an inside circular walking path. All medications, kitchen utensils, tools, cleaning solutions, any hazardous materials or substances are stored in locked storage areas, so the residents do not injury themselves. Nor resident dispenses their own medications; only licensed nurses or Medication Aides provide the medications to the residents.

H) Resident activities related to dementia care:

The Activity Directors, with the assistance of the Administrator or designee, will maintain an activity calendar, both daily and monthly. The daily activities will be appropriate to the residents level of ability, i.e. painting, ball toss, word puzzles, exercise to music, sing-a-longs, bake goodies, decorate for the seasons, simple crafts and games, gardening in raised beds, reminiscence, read current events/newspaper, pet visits, spiritual services, or guest singing groups. In addition, kids day care and schools visit and do activities with the residents. Examples of weekly or monthly activities and outings include walks, dining out, picnics, potlucks, shopping, fishing, visit museums, bus rides in the city or surrounding parks, etc. as

weather permits.

I) Family support program:

Families are encouraged to visit as frequently as possible, assist in care planning and participate with the residents in daily/monthly activities and outings. The Administrator, Director of Nursing and/or Nurse Coordinator keep the POA's informed of changes or concerns with the residents. Monthly POA/Family gatherings and support groups are held at The Independence Houses.

J) Cost/Fees of care:

The daily board and room rate for care in The Independence Houses are posted in the home. The level of care of each resident is assessed at the time of admission; there are multiple levels based on the resident's physical and mental capabilities and needs. A flat monthly board and room rate is determined from the level of care assessed and the type of room selected. There is a private suite option, private bedrooms and semi-private bedroom option accommodations available. The daily resident room rate varies from \$149 to \$209 per day. A non-refundable entrance fee is required before or at the time of admission.

At the time of admission, the Power of Attorney for the resident signs an Admission Agreement with the costs in writing. The level of care of the residents are assessed quarterly, post hospitalization and as needs change; when increases in the fees occur, a notice is sent to the POA in writing.

The cost of medications that the resident is taking is billed directly to the POA from the pharmacy. Additional costs not included in the monthly charge would be, for example, "Depends" or other urinary and/or bowel incontinent products, furniture rental, special food supplements like Ensure, special dressings needs, etc.

Applicant Signature

I, the undersigned, an authorized representative of the applicant declare to the best of my knowledge this information is true, correct and complete. By knowingly and willfully failing to fully disclose the information requested may result in denial of application.

Marsha E. Stork

August 30, 2016

(Print Name of authorized representative)

(Date)

(Signature)

August 30, 2016

(Date)

Send completed application to:

Office of Long Term Care Facilities
PO Box 94986
301 Centennial Mall South
Lincoln NE 68509-4986

Or to dhhs.healthcarefacilities@nebraska.gov

If you have questions, email dhhs.healthcarefacilities@nebraska.gov

Or call (402) 471-3324

Note: A Memory Care Endorsement will not be approved until all requirements for the facility's license and endorsement have been met.

**Department of Health and Human Services
Division of Public Health
Licensure Unit
301 Centennial Mall So, P O Box 94986
Lincoln, NE 68509-4986**

*KD/LS
4/21/16*

DEPARTMENT OF HEALTH AND HUMAN SERVICES DIVISION OF PUBLIC HEALTH CERTIFIES THAT	
THE INDEPENDENCE HOUSE AT MANDARIN MEETS STATUTORY REQUIREMENTS AS ASSISTED-LIVING FACILITY	
Services ALZHEIMERS UNIT AGED/DISABLED MED WVR	Lic # ALF251
EXPIRES 04/30/2017	  Courtney R. Phillips, MPA Chief Executive Officer Department of Health and Human Services

Cut on heavy line and place on license.

**FACILITY NAME: THE INDEPENDENCE HOUSE AT MANDARIN
ADDRESS: PO BOX 85321, 4610 MANDARIN CIRCLE, LINCOLN, NE 68516**

This is to verify that your ASSISTED-LIVING FACILITY is licensed through the date indicated on the above renewal card. Place the renewal card in the lower left hand corner of your original license.

Please notify this office at the address listed above of any change in name, address, or ownership.

1-1-16



STATE OF NEBRASKA
Department of Health and Human Services
Division of Public Health - Licensure Unit
P.O. Box 94986, Lincoln, NE 68509-4986

Expiration Date
04/30/2016

Make Payment to DHHS LU	
Renewal Fees:	
1 - 10 beds:	\$950
11 - 20 beds:	\$1450
21 - 50 beds:	\$1650
51 or more:	\$1950

Assisted-Living Facility Licensure Renewal Application

IDENTIFYING INFORMATION

1. NAME AND ADDRESS OF FACILITY:
THE INDEPENDENCE HOUSE AT MANDARIN
PO BOX 85321, 4610 MANDARIN CIRCLE
LINCOLN, NE 68516

2. PREFERRED MAILING ADDRESS (IF DIFFERENT FROM FACILITY ADDRESS) FOR THE RECEIPT OF OFFICIAL NOTICES FROM THE DEPARTMENT:

c/o: THE INDEPENDENCE HOUSE AT MANDARIN
EMERALD CARE CO
PO BOX 85321
LINCOLN NE 68501

LICENSE NO: ALF251
TELEPHONE NUMBER: (402) 475-7755
FAX NUMBER: (888) 623-1116
ADMINISTRATOR: BRANDY HIGGINS
EMAIL: mandarin@Emerald-communities.com

LICENSURE UNIT

APR 05 2016

RECEIVED

3. FEDERAL EMPLOYER IDENTIFICATION NUMBER OF THE FACILITY: _____

4. TOTAL NUMBER OF BEDS TO BE RELICENSED: 17

5. SPECIFY SPECIAL POPULATIONS: (Please check)

- Special Care Unit for Alzheimer's or Dementia or Related Disorders 17 Number of Beds
- Other -- Please Specify _____ Number of Beds

6. ACCREDITATION: (Check if applicable) Are you requesting deemed status for compliance with 175 NAC 4-006? Yes No
Name of Accreditation Organization: _____

OWNERSHIP INFORMATION

7. OWNERSHIP OF FACILITY: EMERALD CARE COMPANY
(Legal Name of Individual or Business Organization)

MAILING ADDRESS: PO BOX 85321
LINCOLN, NE 68501

2016 APR - 7
READ HIGGS APPL. HIGGINS
APR 05 2016

8. BUSINESS ORGANIZATION: (Check one):

- Sole Proprietorship
- Partnership
- Limited Partnership
- Corporation
- Limited Liability Company
- Governmental (Check one) State, District, County, City or Municipal
- Other (Please Specify) _____

(check one)
 Profit Non Profit

CERTIFICATION

I/we have read the Rules and Regulations issued by the Nebraska Department of Health and Human Services and will comply with them should a license be issued. I/we certify that to the best of my/our knowledge, all information and statements on the application are true and correct and I/we hereby apply for a renewal license.

PLEASE NOTE: Neb.Rev.Stat. Section 71-433 requires: Applications shall be signed by

- (1) the owner, if the applicant is an individual or partnership,
- (2) two of its members, if the applicant is a limited liability company,
- (3) two of its officers, if the applicant is a corporation, or
- (4) the head of the governmental unit having jurisdiction over the facility to be licensed, if the applicant is a governmental unit.

Marsha E. Stork
AUTHORIZED REPRESENTATIVE - TYPE OR PRINT

SIGNATURE

4/4/16
DATE

AUTHORIZED REPRESENTATIVE - TYPE OR PRINT

SIGNATURE

DATE



April 4, 2016

Eve Lewis, Section Administrator
Long Term Care Facilities
Regulation & Licensure, Credentialing Division
301 Centennial Mall South, 3rd Floor
P.O. Box 94986
Lincoln, NE 68509-4986

Dear Ms. Lewis,

Emerald Care Co. is 100% owned and controlled by Marsha E. Stork. As the sole owner, I hold all office positions. My address is Marsha E. Stork, 1218 Pelican Bay Pl, Lincoln, NE 68528.

Emerald Care Co. owns and operates four assisted-living facilities in Nebraska. These are The Independence House at Superior, The Independence House at Mandarin, The Independence House at Coddington and The Independence House at Northview for Alzheimer's care. In addition, Emerald Care Co. offers Emerald Gardens for Palliative Care at the Northview facility.

If you need additional information, please contact me at 402-475-7755. Thank you.

Sincerely,



Marsha E. Stork, Owner
Emerald Care Co.



BUREAU OF FIRE PREVENTION CITY OF LINCOLN OPERATIONAL PERMIT

Name of Facility: EMERALD CARE

Location: 4610 MANDARIN CIR

Health Type: Res B&C

Restrictions:

Permit Number: L1300117

Date Issued: 1/1/2016

Date Expires: 12/31/2016

Maximum Occupancy 17

[Redacted Signature]

Fire Inspector

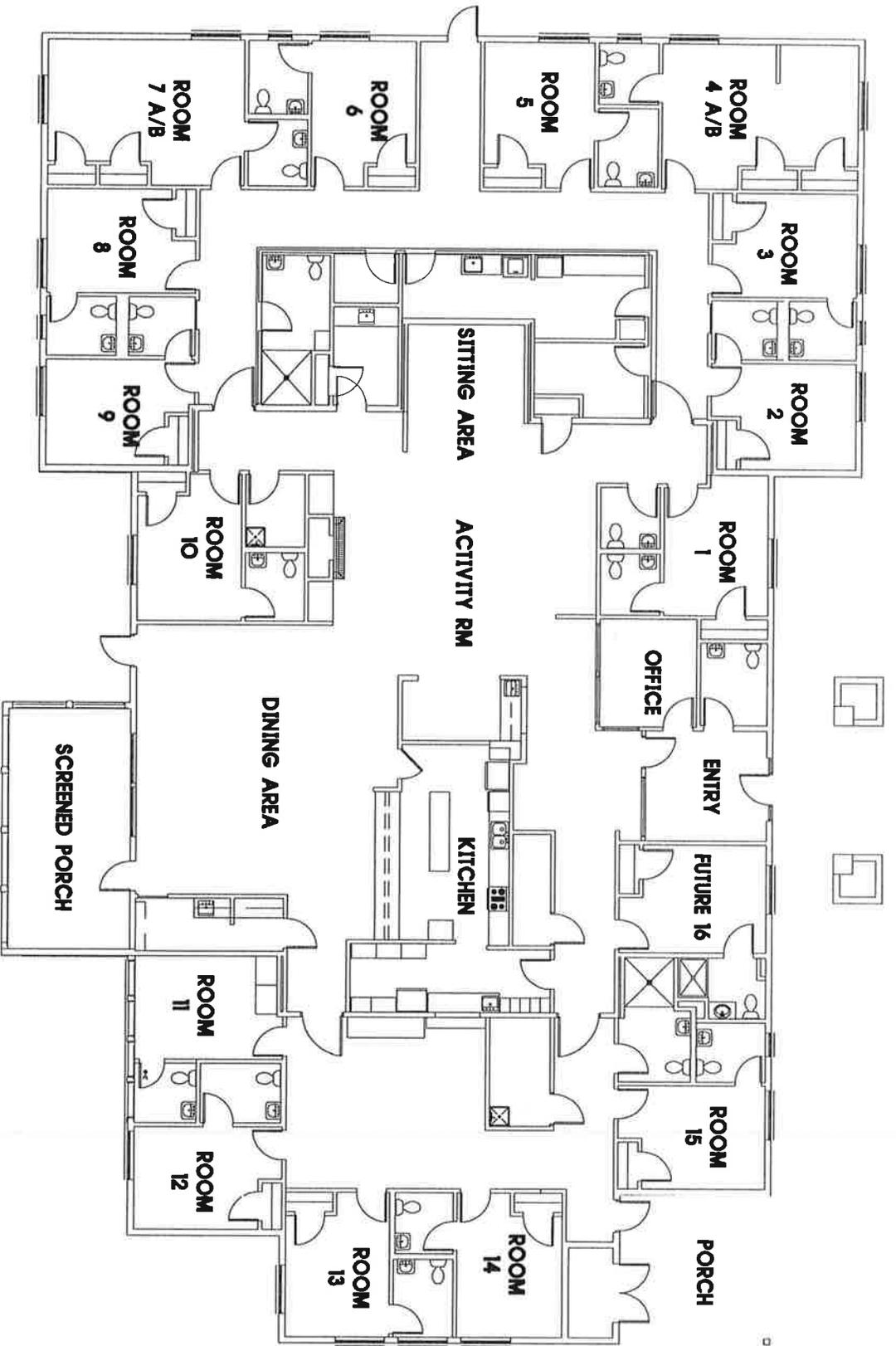
[Redacted Signature]

Chief Fire Inspector

This permit does not take the place of any license required by law and is not transferable. Any change in the use, name, owner or occupancy of premises shall require a new permit.

POST IN A PROMINENT PLACE

Operational Certificate is valid from date issued to date expired or upon any change in occupancy or ownership



NOTE:
 ALL ROOMS ARE SINGLE BED ROOMS
 EXCEPT ROOM 4A/B & ROOM 7A/B WHICH
 ARE DOUBLE BED ROOMS.



Emerald
 COMMUNITIES
 Independence House
 Memory Care

4610 MANDARIN CIRCLE



The Independence House at Mandarin

Owned by Emerald Care Co.

Name and Address of person in control of The Independence House: Marsha E. Stork, 1218 Pelican Bay Pl, Lincoln, NE 68528

Alzheimer's Special Care Unit

4/4/16

The following information explains the additional care provided in each of the following areas:

1. Overall philosophy and mission, which reflects the needs of residents, afflicted with Alzheimer's disease, dementia, or a related disorder.

Emerald Cares philosophy is to provide excellent quality of care in a comfortable, structured and secure home environment for individuals who can no longer live safely alone as a result of Alzheimer's disease or other related limited memory disorders. The Independence House for memory care is part of the Emerald Communities family. We feel residents should be treated with respect and dignity; promoting independence as much as possible.

Our mission is to staff The Independence House 24 hours a day with caregivers experienced and/or trained in the special needs of the dementia or Alzheimer's resident. The Administrator, Director of Nursing and Nurse Coordinator at Emerald Communities monitors all aspects of resident care, family needs and staffing. In addition, supervises and manages staff with an emphasis on quality and develops a positive rapport and relationship with community resources and facilities. The Administrator, Admissions Director, Director of Nursing and/or the Nurse Coordinator from The Independence House do the initial pre-admission assessment and admission of a resident and establishes an individualized care plan. In addition, they interact with the residents' physician. The Administrator, Director of Nursing and Nurse Coordinator in the houses rotate on call responsibilities for overall nursing and management needs of the facility whenever not physically at the facility, as well as overseeing resident and staff needs. The Medication Aide that is the House Supervisor and another staff member share staffing on call responsibilities. The Director of Nursing and Nursing Coordinator are licensed in the State of Nebraska and are responsible for the direction and monitoring of medication administration.

The Director of Nursing and Nurse Coordinator assist with the supervision and direction of staff providing resident care. They will take appropriate action to assure adequate staffing to provide resident care. They will coordinate orientation and inservice activities with the Office and mentor new employees at the facility. The Director of Nursing and Nurse Coordinator will perform resident assessments, administer medications, monitor for medication side effects, obtain orders from the residents' physicians, communicate with the families and coordinate resident care in compliance with facility policy and procedures.

Other staff includes caregivers that are Medication Aides and Nursing Assistants (the majority of which are certified through the State), who met resident's unique needs, both physically and mentally. Also, there is an Activity Directors who stimulates exercise, orientation and a variety of positive interactions and fun activities appropriate to each resident's level of ability.

In addition, Jamie Peters, APRN and Cynthe Dumler, APRN both provide routine in-house visits and are available 24 hours a day for our resident family members, in conjunction with Dr. Martin as their consulting physician. Colette Wheeler, APRN provides psychiatric healthcare services as needed, she provides routine in-house visits and are available 24 hours a day for our resident family members and staff.

2. Process and criteria for placement in, transfer to, or discharge from the unit.

The Admissions Director, Administrator, Director of Nursing and/or Nurse Coordinator of The Independence House contacts all inquiries regarding admission to The Independence House. Information and/or a personal meeting/tour of the home are arranged with the potential resident's representative if the resident's medical condition is appropriate and there is interest expressed in the facility.

If the resident's legal representative desires admission for the resident, an initial pre-admission assessment will be completed by the Admissions Director, a Nurse of The Independence House and/or Administrator to determine if the individual is appropriate for admission. If the Administrator and Admissions Director determines the individual is appropriate, the legal representative must complete an admission packet and the services needed determined. The Administrator, Admissions Director, Director of Nursing or Nurse Coordinator will contact the individuals' local personal physician for admission orders.

The Independence House will **admit** persons without regard to race, color, creed, age, sex, marital status, handicap or national origin provided that:

- a. Individuals medical and mental needs can adequately be met in the home or by Emerald Communities or providers of services under contract to Emerald Communities.
- b. Services offered by the facility are suitable and beneficial medically and socially to the applicant; the prospective resident is predicted to benefit more from care at the house that from care in an institution.
- c. An assessment of each prospective resident is done by the Administrator, Admissions Director, Director of Nursing, Nurse Coordinator or designee of The Independence House and ensures that their physical and mental condition is appropriate in this assisted living facility for Alzheimer's disease and related disorders. A list of current medications, if any, prescribed by their physician will be obtained.
- d. Resident complies with the law in regards to discrimination.
- e. A licensed bed is available in the home; otherwise they will be placed on a waiting list and contacted for admission as soon as a bed is available.
- f. Resident exhibits an attitude conducive to therapeutic care in the home. If abusive and/or uncooperative behavior is exhibited, the case will be reviewed as to suitability and safety of the individual and other residents.
- g. Formal paperwork required by The Independence House is completed and applicable fees submitted at the time of admission.
- h. Power of Attorney (POA) is designated to a responsible party and a copy of this document submitted to The Independence House at the time of admission.
- i. Resident, POA and family comply with requirements and responsibilities set forth by the facility.
- j. Resident is private pay and/or has supplemental long term care insurance.

The Independence House will obtain the services of the resident's licensed physician or designee in any instance where Emerald Cares' personnel determines that the resident's physical condition so requires immediate attention. The resident will be transferred to the hospital or nursing home when appropriate and/or ordered by the physician. In addition, The Independence House will immediately notify the responsible party of emergency care and/or transfer.

When residents require services beyond the capability and level for which the facility is licensed; resident, Power of Attorney (POA) or family fails to meet facility policies and procedures; payment is not received for services rendered; or upon the request from the POA of that resident, a dismissal will be in order. The Independence House will **discharge** residents from the home based on the following criteria:

- a. Residents' medical and mental needs/POA or family expectations cannot be adequately met in the facility or by Emerald Communities or by providers of services under contract, as stated in the Resident Service Agreement.
- b. Services offered by The Independence House are not suitable and beneficial medically and socially to the resident; based on assessments done by the Administrator or designee.
- c. Family/resident refuses outside contracted services, i.e. Hospice, Home Health or private duty nursing; based on assessments done by Administrator, Nurse and/or designee.
- d. Family/resident refuses to comply with the law in regards to discrimination.
- e. The Independence House reserves the right to terminate services immediately to a resident who has a consistent pattern of physically abusive behavior. When all efforts have failed, in coordination with their physician, to modify their aggressive physical behavior, at that point, the resident will be transferred to an appropriate facility.
- f. Resident, POA or family fails to meet the requirements and responsibilities set forth by the facility and their actions are detrimental to the Emerald Communities. The facility retains the right to make the final determination as to the appropriateness of residence in the facility.
- g. Residents' responsible party is unable or refuses to pay for services at the house. If funds are depleted, Medicaid Waiver is offered at one of The Independence Houses on availability basis after a minimum of two years of paying privately.

The Administrator will have discretion regarding the retention of a resident. The Administrator or designee will contact the responsible party and discuss the concern(s) regarding why discharge from the home is necessary for the resident. When a skilled facility is identified for the resident to be transferred to, the Administrator or Nurse will contact that facility and work with them in order that a smooth transition will occur. The Administrator or Nurse contacts the individuals' physician for orders and completes a transfer/discharge form to be sent with the resident at the time of the discharge.

3. Process used for assessment and establishment of the plan of care and its implementation, including the method by which the plan of care evolves and is responsive to changes in condition.

Before admission, an assessment is done by the Administrator, Admissions Director, Nurse or designee from The Independence House to determine the extent of the disease and to insure that the resident does not require care beyond assisted living licensure level. After the pre-admission assessment is completed and documented, a plan of care is set up involving the physician, nurse, resident (if possible) and family/POA.

Orders are signed by the physician on admission and updated as needed, if the residents condition changes. The caregivers have access to all the residents' plan of care.

A minimum of quarterly and as needed, an extensive head to toe assessment by the Nurse is done on each resident. Care plans are reviewed and updated as necessary. A review of the resident's care plan, medication record, advance directives, authorizations, outside resources, and liability for payment status will be reviewed with the resident's POA or responsible party on an annual basis and at the Administrator's discretion as resident needs change.

4. Staff training and continuing education practices.

Upon hiring, all new employees to The Independence House, will be subject to:

- a. A criminal background check to confirm there is no adverse findings. If there are adverse findings, it will be investigated and up to the Administrator if employment will be continued or terminated.
- b. Verification from the State Medication Aide Registry to confirm their certification status as an appropriate Medication Aide level. We ensure that each Medication Aide has completed the 40 hour course.
- c. Verification from the State Nurse Aide Registry to confirm their certification status, and disciplinary action(s).
- d. Verification from the Adult and Child Protective Registry to confirm that there is no adverse findings of abuse or neglect present. If there are adverse findings; the Administrator will make a determination regarding that individual's employment or continuation of employment..
- e. Verification from the Sex Offender Registry both Levels 2 and 3 through the NE State Patrol website to confirm there is no listing of sex offender activity present. If there is activity in this area; employment will be terminated.
- f. A check of previous or current employers.
- g. A reasonable effort on the Administrators part to uncover information about any past criminal prosecution.

All employees will receive an initial orientation. A health history screening will be done before working with the residents. Drug screening will be conducted on a random basis. All caregivers attend a minimum of 12 hours of in-services annually on topics pertinent to the needs of the facilities, residents and operation. Also, staff will complete Dementia Care training within the first three months of their employment. In addition, all Medication Aides attend a minimum of 4 hours of in-services annually on topics regarding medications and administration of meds. All licensed nurses will obtain continuing education hours required to maintain licensure. The Administrators will obtain continuing education hours required to maintain their certification.

5. Physical and environment and design features appropriate to support the functioning of cognitively impaired adult residents.

The Independence House at Mandarin is a spacious, secure ranch style home in the southeast part of Lincoln with numerous common areas and private bedroom and semi-private accommodations all on the main level. The warm, cozy atmosphere of the home makes it a perfect place to live. There are beautiful and secure outer courtyards in the back of the house with a wandering path.

Emerald Care takes into consideration the risk factors involved with this type of housing for dementia residents and has taken steps to reduce risk factors. The following are examples of alternations made: To prevent residents from wandering away from the house unattended, the facility is locked and an outdoor area around the house is secured. Also, no resident is permitted to drive an automobile. Colors are calming and pleasant with many wide-open areas to wander, including an inside circular walking path. All medications, kitchen utensils, tools, cleaning solutions, any hazardous materials or substances are stored in locked storage areas, so the residents do not injury themselves. No resident dispenses their own medications; only licensed nurses or Medication Aides provide the medications to the residents.

6. Frequency and types of resident activities.

The Activity Directors, with the assistance of the Administrator or designee, will maintain an activity calendar, both daily and monthly. The daily activities will be appropriate to the residents level of ability, i.e. painting, ball toss, ring toss, work puzzles, exercise to music, sing-a-longs, bake cookies, decorate for the seasons, simple crafts and games, gardening, reminiscence, read current events/newspaper, etc. Examples of monthly activities include walks, dining out, picnics, potlucks, shopping, bus rides in the city or surrounding parks, etc. as weather permits.

In addition, we have an artist(s) on staff that works with our residents in the facility to create watercolor paintings. Our art program follows the principles of the 'Memories in a Making' art program through the Alzheimer's Association.

7. Involvement of families and the availability of family support programs.

Families are encouraged to visit as frequently as possible, assist in care planning and participate with the residents in daily/monthly activities. The Administrator, Director of Nursing and/or Nursing Coordinator keep the POA's informed of changes or concerns with the residents. Monthly POA/Family gatherings are held at The Independence House.

8. Costs of care and any additional fees.

The daily board and room rate for care in The Independence House is posted in the home. The level of care of each resident is assessed at the time of admission; there are five levels based on the resident's physical and mental capabilities and needs. A flat monthly board and room rate is determined from the level of care assessed and the type of room selected. There is a private suite option, private bedrooms and semi-private bedroom option accommodations available. The daily resident room rate varies from \$169 to \$209 per day. A non-refundable entrance fee is required before or at the time of admission.

At the time of admission, the Power of Attorney for the resident signs an Admission Agreement with the costs in writing. The level of care of the residents are assessed quarterly, post hospitalization and as needs change; when increases in the fees occur, a notice is sent to the POA in writing.

The cost of medications that the resident is taking is billed directly to the POA from the pharmacy. Additional costs not included in the monthly charge would be, for example, "Depends" or other urinary and/or bowel incontinent products, furniture rental, special food supplements like Ensure, special dressings needs, etc.