

Program Abuse Prevention Plan

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| Program: | JPI |
| Program Address: | 308 15 th Avenue Southeast Waseca MN 56093 |
| Date plan developed: | 12-5-13, revisions 8-15, signed by the board 1-25-16, revisions 1-11-17,6-2-17 |

EACH PROGRAM MUST ENSURE THAT:

- A. People receiving services are provided with an orientation to the program abuse prevention plan. This orientation must be within 24 hours of admission or within 72 hours for individuals who would benefit from a later orientation.
- B. The license holder's governing body or the governing body's delegated representative shall review the plan at least annually using the assessment factors in the plan and any substantiated maltreatment findings that occurred since the last review period. The governing body or the governing body's delegated representative shall revise the plan, if necessary, to reflect the review results.
- C. A copy of the program abuse prevention plan must be posted in a prominent place in the facility and be available, upon request, to mandated reporters, people receiving services, and legal representatives.
- D. If the assessment indicates that the vulnerable adult does not need specific risk reduction measures in addition to those identified in the program abuse prevention plan, the individual abuse prevention plan must document this determination.
- E. In addition to the program abuse prevention plan, an individual abuse prevention plan must be developed for each new person receiving services. A review of the individual abuse prevention plan must be done as part of the review of the program plan. The persons receiving services must participate in the development of the individual abuse prevention plan to the best of their abilities. All abuse prevention plans must be reviewed at least annually by the interdisciplinary team.

POPULATION ASSESSMENT:

- 1. Age range of persons the program plans to serve: 19-70
- 2. What specific measures has the program taken to minimize the risk of abuse to people as related to the age of people receiving services?
The development and implementation of individual abuse prevention plans for each person receiving services reduces the potential for abuse/harm to people. Staff training on individual abuse prevention plans at a minimum of annually and; also on an as needed basis based on the persons needs reduces the potential for abuse/harm to people. The water temperature is set at lukewarm to avoid burns. The safety committee meets quarterly or as necessary to develop and implement preventative safety measures and to track any patterns or re-occurrences of

incidents. Staff training is done annually for the Vulnerable Adult Act. Each person receiving services has an assessment that identify their needs, likes and dislikes and addresses specific medical and behavioral needs. A senior program has been developed to meet the needs of the people who are senior citizens or have aging impairments. JPI is a one level facility. Driveways and sidewalks are smooth to reduce falls. Rugs are in place at exits to avoid falls due to wet floors. Wet floors signs are out when floors have been mopped to reduce falls. Work areas are well lighted. Handrails are available in the buses and a step stool is used to assist people in a van when necessary. Exits are clearly marked and exit plans are posted in each room. Staff are trained annually in emergency response and staff are trained in CPR and First aid according to the American Red Cross guidelines. Door alarms are installed on exit doors to alert staff if a person has left the facility without authorization. Staff are trained in behavior management using the Star Services training for behavior annually. Staff are trained in emergency use of manual restraints.

3. Gender of persons the program plans to serve: 15 Female, 25 Male
4. What specific measures has the program taken to minimize the risk of abuse to people as related to the gender of people receiving services? A senior program is available for the aging population and people who have impairments of aging. Programs are developed and implemented that identifies their individual needs and areas that will reduces the potential of harm or abuse. Staff are trained in their programs and special needs and considerations. JPI are one level facilities. Driveways and sidewalks are smooth to reduce falls. Rugs are in place at exits to avoid falls due to wet floors. Wet floors signs are out when floors have been mopped to reduce falls. Work areas are well lighted. Handrails are available in the buses and a step stool is used to assist people in a van when necessary. Exits are clearly marked and exit plans are posted in each room. Staff are trained annually in emergency response and staff are trained in CPR and First aid according to the American Red Cross guidelines. Seating arrangements at work stations and also on vehicles are developed based on individual needs. At times females/males may need to be seated in an area to reduce potential for abuse. JPI strives to identify each person's best possible work environment. At times, males and females may be at different buildings to meet their specific needs.
5. Describe the range of mental functioning of persons the program plans to serve: We provide services to people with profound developmental delays, moderate developmental delays, severe developmental delays and mild developmental delays. Approximately one-third of the people receiving services also have a dual diagnosis of developmental delays and mental illness. We have several people diagnosed with Autism Spectrum Disorder and traumatic brain injury.
6. What specific measure has the program take to minimize the risk of abuse to people as related to the mental functioning of people receiving services? Work areas are designed to meet the needs and considerations of each person. Staff patterns are implemented based on the need of each individual. At JPI the facility is an open area with staff assigned to work with individuals in each area of assigned work. JPI will evaluate and assess each individual to determine the best building/environment to meet the person's needs. JPI assigns staff based on each person's individual needs. Approximately 75 % of the people have community jobs based out of JPI. One community job has a staff ratio of one staff to five consumers. Approximately 4 community jobs are one staff to three consumers. Approximately 4 community jobs are 1 staff to 2 consumers.

Sensory programs are implemented at both sites to assist the consumers with relaxation techniques to reduce abuse/harm.

7. Describe the range of physical and emotional health of persons the program plans to serve: There are 4 people with traumatic brain injury. Approximately one-third of the people have mental illness. (Depression, schizophrenia, bi-polar disorder) Approximately 12 people have Autism. Approximately 75 % of people have a dual diagnosis of mental illness and developmental delay. Approximately 2 people have possible dementia. Seven people have a diagnosis of diabetes mellitus. Four of those individuals are insulin dependent diabetics. One person has diabetes insipidus. One person is visually impaired (blind). Six people are hearing impaired. Approximately 15 people have epilepsy. Four individuals have traumatic brain injury.
8. What specific measure has the program take to minimize the risk of abuse to people as related to the physical and emotional health of people receiving services served? Staff are trained in the use of the Hoyer lift to avoid injury. Staff are trained to assist people when using walkers and staff are trained to use gait belts when walking with people using walkers. Jobs Plus requires two staff for all transfers. Staff receive training annually regarding programs developed to assist people with mental illness. Staff receive training in diabetes mellitus and how to assist people with diabetes. An RN is available for consultation. Staff are trained in the Star services behavioral system which teaches the least restrictive method of assisting people with emotional health and wellness. Staff are trained to provide sighted guidance for the visually impaired. Staff are trained in sign language and communicate using sign language. Staff are trained in first aid for epilepsy and use of the VNS for one person with epilepsy.
9. Describe the range of adaptive/maladaptive behavior(s) of persons the program plans to serve: JPI provide services to people with obsessive compulsive disorder, anxiety, panic disorder, substance abuse, withdrawal, polydipsia and elopement.
10. What specific measures has the program taken to minimize the risk of abuse to people as related to the adaptive/maladaptive behavior(s) of the people receiving services served? Individual outcomes are in place to assist people with OCD, anxiety, panic disorder, withdrawal and polydipsia. Door alarms are in place at JPI to alert staff if a person leaves without authorization. Staff are trained in each person's CSSP addendum. A calming room and sensory is available for each person to participate to reduce the potential for abuse. JPI has an elopement procedure that staff are trained on implementing.
11. Describe the need for specialized programs of care for persons the program plans to serve: JPI has a senior program that currently has 7 people who participate. The senior program meets the needs of the aging population. JPI provides services to individuals that have sensory needs related to Autism.
12. What specific measures has the program taken to minimize the risk of abuse to people as related to the need for specialized programs of care for people receiving services? Staff are trained in sensory integration. Staff are trained in the CSSP addendum for each individual.
13. Describe the need for specific staff training to meet individual service needs: Approximately 15 people have epilepsy. One person has a VNS to help control seizures. Hearing impaired

individuals use sign language to communicate. One person uses sighted guide techniques for mobility. One person as a cochlear implant for her hearing impairment.

14. What specific measures has the program taken to minimize the risk of abuse to people as related to the need for specific staff training designed to meet individual service needs? Staff are trained in the CSSP addendum for each individual Staff are trained in medical procedures such as the VNS, diabetes mellitus, sign language, monitoring seizures.
15. Describe any knowledge of previous abuse that is relevant to minimizing the risk of abuse to people receiving services: Physical aggression, elopement and sexual inappropriate behavior.
16. What specific measures has the program taken to minimize the risk of abuse to people as related to the knowledge of previous abuse? Door alarms are installed to alert staff if a person leaves without authorization. Elopement procedures have been developed to identify people at risk for elopement. Two staff will follow a person when they have eloped. Telephones are in each vehicle for staff to use during an emergency. Program outcomes are in place for people that are sexually inappropriate, physical aggression and elopement

PHYSICAL PLANT ASSESSMENT:

1. Describe the condition and design of the facility as it relates to safety for the people receiving services:
JPI is one level facilities. JPI has a ramp at the north exit. JPI has a tar parking and cement walk ways. JPI has a cement walk way and covered shelter located at the west side of the building. Adequate lighting is provided at each site. Rugs are in place at entries to avoid slips/falls.
2. How will the program reduce the potential of abuse and/or harm to people related to the condition and design of the facility in terms of safety for people receiving services?
The one level facility eliminates stairs and potential for falls. A safety committee meets quarterly to review any safety issues and patterns that may indicate problem areas. Staff are trained to observe and report any safety area immediately to provide a safe environment.
3. Describe any areas of the facility that are difficult to supervise: The calming room at JPI may be difficult to supervise. Bathrooms may be difficult to supervise. The kitchen/dining area may be difficult to supervise.
4. How will the program reduce the potential of abuse and/or harm to people related to the areas of the facility that are difficult to supervise? Staff will provide sight supervision when individuals are using the calming room at JPI. Staff will observe privacy when people are using the bathrooms and will be within sound of people that need supervision in the bathroom. The kitchen is locked when not in use for safety of sharps such as knives.

ENVIRONMENTAL ASSESSMENT:

1. Describe the location of the facility including information about the neighborhood and community that the facility is located: JPI (308 15th Ave SE Waseca MN) is located in the industrial park in Waseca. There is moderate traffic during the day hours. The neighborhood

has several small businesses, a welding business, trucking dispatch, cable/internet, machining shop. Waseca is a small community with a population of 9000 people.

2. How will the program reduce the potential of abuse and/or harm to people related to the location of the facility, including factors about the neighborhood and community?
Staff are with consumers at all times or within visual when outside during breaks or when doing outdoor activities. Staff use community outings to teach pedestrian safety skills.
3. Describe the type of grounds and terrain that surround the facility:
JPI has a tar driveway and cement walkways. Grassy areas are in the front, side and back of the building.
4. How will the program reduce the potential of abuse and/or harm to people related to the type of grounds and terrain that surround the facility?
Staff will physically assist people on uneven grassy areas. Ramps are available. Consumers participate in person centered activities that teach safety skills.
4. Describe the type of internal programming provided at the program: Work, leisure, social, person centered activities, activities of daily living.
5. How will the program reduce the potential of abuse and/or harm to people through the type of internal programming provided at the program?
Review and training with the staff for each individual CSSP. Goal and objectives with outcome based programs for each individual's needs. Programming that address first aid, ADL's behavioral challenges.
6. Describe the program's staffing pattern:
JPI has 8 full time staff that supervise approximately 40 people. Additional staff are available as needed (PC, RN, ED, AD, ES).
7. How will the program reduce the potential of abuse and/or harm to people through the program's staffing pattern?
Staff may be re-assigned to work at the facility that needs more staff coverage. Additional staff area available (ED, ES, AD, PC, RN).

EACH PROGRAM MUST ENSURE THAT:

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- B. The license holder's governing body must review the program abuse prevention plan at least annually.
- C. A copy of the program abuse prevention plan must be posted in a prominent place in the facility and be available, upon request, to mandated reporters, people receiving services, and legal representatives.

- D. The plan must include a statement of measures to be taken to minimize the risk of abuse to the vulnerable adult(s) or when the need for additional measures is identified. This includes identifying referrals that are made when the vulnerable adult is susceptible to abuse outside the scope or control of the licensed services.
- E. If the assessment indicates that the vulnerable adult does not need specific risk reduction measures in addition to those identified in the program abuse prevention plan, the individual abuse prevention plan must document this determination.
- F. In addition to the program abuse prevention plan, an individual abuse prevention plan must be developed for each new person receiving services. A review of the individual abuse prevention plan must be done as part of the review of the program plan. The persons receiving services must participate in the development of the individual abuse prevention plan to the best of their abilities All abuse individual or program) prevention plans must be reviewed at least annually by the interdisciplinary team.

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| Print name and title of Governing Body or Governing Body's Delegated Representative | Signature | Date |
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Review: Name _____ Signature _____ Date _____
 The review occurred at least on an annual basis.
 The review of the plan used the assessment factors in the plan and any substantiated maltreatment findings that occurred since the last review. If necessary, the plan was revised to reflect the review results.

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Legal Authority: Minn. Stat. § 245A.65, subd. 2