

## Residential Committee Work Plan: Updated December 2009

Key Area 1: To assist the Industry in implementation of the Aged Care Funding Instrument (ACFI) and respond to industry concerns				
Objective	Tasks	Responsibility	Status	Achievements to Date
1. To keep members as up to date as possible in regard the ACFI	<ul style="list-style-type: none"> <li>▪ Continue with an ACFI update in each edition of Snippets</li> <li>▪ Provide regional training</li> </ul>	Residential Services Manager	Ongoing	10.12.09 ACFI update continues in each edition of Snippets.
	<ul style="list-style-type: none"> <li>▪ Develop a tips and hints guide based on a collation of Snippets articles.</li> </ul>	Residential Services Manager	Ongoing	
	<ul style="list-style-type: none"> <li>▪ Monitor validation of ACFI closely and provide e feedback to members regarding the process</li> <li>▪ Provide Hints in Snippets</li> <li>▪ Provide education and training as appropriate</li> </ul>	Committee		10.12.09: continue to provide regular training modules.
2. To identify areas of concern regarding the ACFI and advocate for changes as identified	<ul style="list-style-type: none"> <li>▪ Monitor implementation and provide feedback through the ACFI reference group and other networks who can lobby Government for changes</li> <li>▪ Letter sent to Andrew Stuart re delays in ACFI assessments</li> <li>▪ Prepare for ACFI review by 12 march 2010</li> </ul>	Residential Services Manager  Residential Services Manager  Residential; Services Manager.	In Progress	31.10.08: Summary of key ACFI issues sent to ACSA CEO, Greg Mundy on 9.9.08 for discussion at ACFI reference group.  Reply received Further action to be taken.  Residential Care Committee to create a working party to gather information and prepare submission.



**Key Area 2: To implement strategies to provide additional support to Aged Care Facilities (ACF)s in regional and remote locations**

Objective	Tasks	Responsibility	Status	Achievements to Date
1. Ensure regional and remote providers have access to training	<ul style="list-style-type: none"> <li>Explore possibility of identifying potential trainers from ACS members in regional areas.</li> </ul>	Residential Services Manager  Regional committee members to assist in identifying suitable staff		10.12.09 – Rural forums in November 2009.  ACFI training and information sessions held in rural areas.
	<ul style="list-style-type: none"> <li>Facilitate training for key regional trainers and support them to conduct training in regional areas</li> </ul>	Residential Services Manager		
2. To keep members informed regarding the changes to the Controlled Substances Act.	<ul style="list-style-type: none"> <li>Disseminate the changes to the Controlled Substance Act to members (when known)</li> </ul>	Residential Services Manager	In progress	10.12.09 – Formation of industry guidelines in conjunction with ANF and ACS
	<ul style="list-style-type: none"> <li>Further tasks to be determined when the extent of the changes are known</li> </ul>	Residential Services Manager		

### Key Area 3: Highlight industry capacity to meet specified services

Objective	Tasks	Responsibility	Status	Achievements to Date
1. Raise awareness with Government regarding the industry's capacity to comply with specified services and lobby for changes to specifies services	<ul style="list-style-type: none"> <li>Raise awareness through communication with Government</li> </ul>	Residential Services Manager		<p>30.8.08: Letter sent to Andrew Stuart</p> <p>31.10.08: Response to Department of Health and Ageing (Carolyn Smith.)</p> <p>Recommendation for competency and/or recognised courses for Enrolled Nurses to be deemed "other professional appropriate to the service"</p>
	<ul style="list-style-type: none"> <li>Consider as possible Residential Care Forum Topic</li> </ul>	Residential Forum Planning Committee	In progress	Theme of the forum is to be a positive approach "taking this to the next level"

**Key Area 4: Promoting good customer service on meeting consumer and family expectations**

Objective	Tasks	Responsibility	Status	Achievements to Date
1. Provide information and training that aged care providers can use to promote good customer service to meet consumer and family expectations	<ul style="list-style-type: none"> <li>• Make information available to members</li> </ul>	Residential Services Manager	Ongoing	Training and information dissemination to members
	<ul style="list-style-type: none"> <li>• Consider training for members</li> </ul>	To be determined	Ongoing	Constant information stream to members via snippets etc.

## Key Area 5: Mental health initiatives

Objective	Tasks	Responsibility	Status	Achievements to Date
1. Provide information regarding State Government mental health initiatives: <ul style="list-style-type: none"> <li>▪ Transition of existing mental health unit clients</li> <li>▪ Support for mainstream clients with mental health issues</li> </ul>	<ul style="list-style-type: none"> <li>▪ Information to be obtained by Residential Committee once Expression of Interest process is underway (re transition of existing clients)</li> </ul>		A priority for the 2009/2010 Action plan.	
	<ul style="list-style-type: none"> <li>▪ Provide information to members about possible impact of changes to mental health service provision</li> </ul>			
	<ul style="list-style-type: none"> <li>▪ Lobby for additional Support for mainstream clients with mental health issues</li> </ul>			