

## RIVER PLACE

### STAFF MEETING SUMMARY

**Subject:** River Place Staff Meeting

**Date:** June 6, 2024

**Time:** 1:00p-3:00

- ❖ **Safety/Health Review** – Please be mindful of applying sunscreen and bug spray when spending any time outdoors.
- ❖ **Nursing Inservice (Henrietta)** – Therapeutic Intervention (see attached), Emergency use of Manual Restraint (TEST on STAR Services), Review of blocks and holds (see attached)
- ❖ **Program policies (STAR)** – Behavior intervention and reporting (see attached)
- ❖ **Emergency Procedures** – June: Health Emergency (*Kelly responsible*)
  - **Missing** - May: Fire Drill staff bedrooms (*Carolyn responsible*)

#### Meeting Review:

- A. **June Calendar reviewed** – Let Sabrina know if you have days you cannot work by the 15<sup>th</sup> of the month prior. Thank you for working together to fill shifts.
- B. **STAR Services:** Reminder to go onto STAR Services regularly and make sure you have completed all that is assigned to you. The website is <https://mcgh.edvance360.com/>.
- C. **ISP programs** – Make sure everyone is documenting on ISPs every day you work. There are options to choose that apply to them choosing another activity or refusing to do it. If they refuse it, add a comment.
- D. **House concerns** –
  - Bowel protocol was reviewed. Follow bowel protocol as prescribed. If staff look at a person's history and they have concerns about them not having had a large enough evacuation, they can call one of the nurses for clarification if they should give additional treatment not part of the protocol.
  - When someone refuses a medication, a medication error/refusal report needs to be filled out and nursing notified. Put the note in the office box to go to the office.
  - Reminder to make sure JW catheter bag is on the side he is facing when he is repositioned during the night. Ex: If the pillow is propping him on his left side, make sure the catheter is on the right side of the bed.
  - When using an anti-fungal cream to treat athlete's foot, make sure you go between the toes as well so that you are treating
- E. **Consumer reports:**

**Wayne** – Weight: 160 (+5)

DIET: Low carb diet-Wayne is to have 4 carb choices per meal and 1-2 per snack. One carb choice equals 10-15 grams of carbs.

**Health:** Wayne has had a couple of days where he is not happy. He had a good bm and he was happy. Wayne has a red circle on his back, unsure where it came from or how it happened.

Ambulates with 1 assist and with gait belt and walker during the day. PROM to all extremities BID. Exercise program BID (Upper Extremity bike BID and over the door pulley for upper extremities BID). Wear compression socks during the day.

Outcome (ISP): Three times weekly, Wayne will participate in a sensory leisure activity.

**Cheryl** – Weight: Nov - 105 (0)

DIET: Mechanical soft – small bite sized pieces and drink offered between bites.

Appointments: Cheryl had her 2-month follow-up with Michelle. Everything looks good and she will return in 2 months.

Behaviors/concerns: Cheryl has two open areas on her bottom. Staff are advised to put mepilex in both places and every time they replace staff they are to chart in the MAR and TLogs on it. Cheryl seems to have another open sore. RN would like Cheryl to see OT. Staff are currently working on it. OT recommends when Cheryl has an open area on her bottom, she is to be tilted back in chair 1 x every 15 minutes for 30 seconds. Will schedule appointment with OT follow up. Cheryl had suppository with a xlarge and large result. Cheryl 2 sores on her bottom are healing. One of them looked completely healed. Cheryl's bottom has a light red/pink to it but it looks healed.

Outings: Cheryl went out to eat a late breakfast with staff. She seemed to enjoy it. Cheryl attended bible study and she seemed to enjoy it.

PROM to all extremities BID. Wears wrist brace on right hand during the day. Tilt W/C for a few minutes every hour. Reposition twice during the night

Outcome (ISP): On average, once every 3 months, Cheryl will participate in an individualized outing.

**Jeremy** – Weight: 96 (+4)

DIET: Minced and moist. Reminder that what he is served needs to be chopped finely enough to fit through the tines of a fork.

Appointments: Jeremy had a dr appointment with Dr. Tsibulsky. There is no med changes and he is to go back in 6 months. Dr. Tsibulsky recommended a video conference from home from this point on. He said that he does not need to talk to Jeremy since he cannot communicate with him. Jeremy video appointment has been set up in 6 months.

Behaviors/concerns: Jeremy had a few days where he had a behavior at DAC. He wants to take items home with him, especially taking items that are other consumers. Otherwise, he is enjoying his days. He went to the airport and to the movies while at DAC. Jeremy had a few other days where he had behaviors as he tried to take items from the DAC that were not his. Jeremy received a haircut.

Outings: Jeremy attended a birthday party up town for an in-home consumer. Jeremy went to the shrine circus, and he seemed to enjoy it.

PROM to all extremities BID. Wrist braces worn bilaterally 1.5-2 hours daily. 20 min in standing frame BID for at 60°.

Outcome #1 (ISP): Weekly on his assigned laundry day, Jeremy will participate, with staff assistance in folding and putting away his laundry

Outcome #2 (ISP): On average, once every 3 months, Jeremy will participate in an individualized outing.

**Jeff** - Weight: 165 (+3)

DIET: Promote finely chopped and smooth consistency foods for Jeff. Prepare it in a way he can eat it

Appointments: Jeff went to the dentist. He has a lot of cavities on both top and bottom. The hygienist recommended that he have these cavities done at a hospital where he could be put under. There is a waiting list. DCC talked to Jeff POA, and it was decided to have the procedure done. The DCC will talk with Jeff's primary care physician about this when he goes and sees her. The hygienist would also like Jeff PRN med given 60-90 minutes (about 1 and a half hours) before his appointment. The DCC said she would mention this to Jeff's Physician. Jeff has a prescription for toothpaste that is to be done at bedtime. Jeff had some extra mom due to the inconsistency of his bm's. Jeff had his follow-up with Jill. Everything looks good. Jill said that he can take his prn clonazepam at 60-90 minutes before his appointment. Jill also stated that for Jeff's procedure that he should have CRNA and respiratory on site. Labs were drawn. His G-Tube was also changed. Return in 3 months.

Behaviors/concerns: Jeff seemed to have bitten his lip. Staff were advised to put peroxide on it and to put Vaseline on his lips to keep everything moist.

PROM to all extremities BID, hand braces worn bilaterally at night, tilt w/c 30 secs every 30 minutes when in chair, Reposition every two hours when in bed and 2x during the night

Outcome (ISP): On average, once every 3 months, Jeff will participate in an individualized outing.

**Courtney** –

Courtney's folds are healing. Staff are not to let Courtney go with Sara Steer without Sara talking to Courtney's mom each time. Then Sarah F. will let the group home know. Staff are to make sure Courtney lays in her bed after her shower to let her folds air dry, before putting cream and letting her get dressed. Staff are also to brush out Courtney's hair before and after the shower. Courtney has an ear infection. She is on antibiotics.

The next monthly staff meeting will be held Tuesday, July 2<sup>nd</sup>, 2024 at 1:00pm.

**STAFF MEMBERS PRESENT:**

<b>Name:</b>		<b>Position:</b>	<b>Name:</b>		<b>Position:</b>
Kristal Walen	<b>EXC</b>	ADM	Cindy Blacklance	present	DCS
Sabrina Deschene	present	RPS	Ashley Nygaard	present	DCS
Henrietta Linder	present	RN	Jeanne Johnson	<b>EXC</b>	DCS
JoAnn Saunders	present	LPN	Pam Abrahamson	present	DCS
Kelly Nordine	present	DCC	Jenna Enloe	<b>EXC</b>	DCS
Carolyn Jorgenson	present	DCA	Shari Huddleston	<b>EXC</b>	DCS
Holly Confer	<b>EXC</b>	DCS			

**Authorized By:** Sabrina Deschene, RPS

**Acknowledgement completed in STAR Services**



**Marshall County**  
Group Homes, Inc.

## BEHAVIOR REPORT FORM

Consumer Name: _____	Program: <u>CN CS M R IHS</u>	Date: _____
Time of Incident: _____	Length of Time Involved: _____	Recovery Time: _____
List Names of persons involved: _____		
If not a resident, list address, phone number and reason for being in home: _____		

Type of Behavior (check one or more)	Type of action/procedure (check one or more)
<input type="checkbox"/> Consumer behavior incident	<input type="checkbox"/> First aid required
<input type="checkbox"/> Consumer to Consumer verbal abuse/intimidation	<input type="checkbox"/> Medical care of a doctor required
<input type="checkbox"/> Consumer to staff aggression	<input type="checkbox"/> Property Damage
<input type="checkbox"/> Consumer to consumer physical aggression	<input type="checkbox"/> Controlled procedure required
<input type="checkbox"/> Self-Injurious behavior	<input type="checkbox"/> EUMR
<input type="checkbox"/> Sexual contact	
<input type="checkbox"/> Other (specify) _____	

**DESCRIPTION OF EVENT:** *(use back of page if needed):*

What was the consumer doing when the incident occurred?

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What seemed to precipitate or build up to the incident? \_\_\_\_\_

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Describe incident - What staff intervention was tried before incident occurred.

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What were the undesirable behaviors displayed? \_\_\_\_\_

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Has this particular behavior reaction occurred with this consumer previously?  Yes  No (if yes date: \_\_\_\_\_)

Were there physical injuries or property damage? Explain Nature and extent of injuries: \_\_\_\_\_

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Description of procedures/action taken by staff: \_\_\_\_\_



**Marshall County**  
**Group Homes, Inc.**

## BEHAVIOR REPORT FORM

Were staff actions effective in controlling behavior? Results of action taken \_\_\_\_\_

Recommendation in preventing similar occurrence or behaviors: \_\_\_\_\_

Able to return to activity following the incident? \_\_\_ Yes \_\_\_ No (if no Explain why?) \_\_\_\_\_

Name of person administering first aid/medical care: \_\_\_\_\_

Reported by: \_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ Date original copy sent to office

RPS will send copies to: (enter date copy sent as well as if phone call was made)

_____ Program home	_____ Case Manger	_____ Legal Guardian	_____ Consumer Family
_____ Other (Specify) _____			

**\*If the action taken for a consumer is a controlled procedure or emergency use of manual restraint additional forms are Required \*See Emergency Use of Manual Restraints Policy\*).**

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Wk 1	June 30 7a-5p-Cindy 8a-9p-Jenna 5p-9p-Pam 9p-8a-Jenna		Time off requests updated as of 5-13-24				June 1 7a-9p-Carolyn 8a-3pm-Ashley 3p-9p-Pam 9p-8a-Jeanne Cindy on Call
Wk 2	2 7a-5p-Cindy 8a-1p-(JE) Kelly 3-9p-Jeanne 5p-9p-Pam 9p-8a-(JE) Jeanne Cindy on Call	3 7a-5p-Cindy 8-9p-Carolyn Pam 1p-9p 9p-7:15a-Ashley	4 JR DAC 7:15-8a-Sabrina 7a-5p-Cindy 8a-9p-Carolyn 5p-9p-Pam 9p-8a-Holly	5 JR DAC 7a-9p-Kelly 8a-9p-Ashley 9p-8a-Holly	6 River Meeting 1-3 JR DAC 7a-5p-Cindy 8a-9p-Carolyn 5p-9p-Pam 9p-8a-Holly	7 Rodeo JR 7a-9p-Kelly 8a-9p-Ashley * 4:30 p-8p-Pam 9p-8a-Kelly Kristal on Call	8 7a-9p-Ashley 8a-9p-Kelly 9p-8a-Jeanne Kristal on Call
Wk 1	9 7a-5p-Ashley 8a-9p-Jenna 5p-9p-Pam 9p-8a-Jenna Kristal on Call	10 CO DAC Meeting 7a-5p-Cindy 8a-9p-Kelly 1p-9p-Holly 9p-8a-Holly	11 JR DAC 7a-5p-Cindy 8a-9p-Carolyn Ashley* 5p-9p-Pam 9p-8a-Jeanne	12 JR DAC 7a-9p-Kelly 8a-9p-Ashley 9p-8a-Ashley	13 WF FF Appt JR DAC 7a-5p-Cindy 8a-9p-Carolyn 1p-9p-Pam 6:45a-2:30p- Kelly* 6:45a-2:30p-Jeanne* 9p-8a-Holly	14 7a-5p-Cindy 8a-9p-Kelly 5p-9p-Pam 9p-8a-Sabrina Sabrina on Call	15 8a-9p-Carolyn 7a-1p-Sabrina 1p-9p-Jeanne 9p-8a-Jeanne Sabrina on Call
Wk 2	16 7a-5p-Cindy 8a-9p-Jenna 5p-9p-Pam 9p-8a-Jenna Sabrina on Call	17 JR/CO DAC 6a-4p-Cindy 8-9p-Carolyn Pam 1p-9p 9p-8a-Holly	18 7a-5p-Cindy 8a-9p-Carolyn 5p-9p-Pam 9p-8a-Holly	19 JR/CO DAC 6a-9p-Kelly 8a-9p-Ashley 9p-8a-Holly	20 Concert in Park 6P? JR/CO DAC 6a-4p-Cindy 8a-9p-Carolyn 4p-9p-Pam* 5:30-8P-Ashley* 9p-8a-Jeanne	21 WF Appt* 7a-9p-Kelly* 8a-9p-Ashley 7:30a-10a-Carolyn* 9p-8a-Kelly Cindy on Call	22 7a-9p-Ashley 8a-9p-Kelly 9p-8a-Jeanne Cindy on Call
Wk 1	23 7a-5p-Ashley 8a-9p-Jenna 5p-9p-Pam 9p-8a-Jenna Cindy on Call	24 JR/CO DAC 6a-4p-Cindy 8a-9p-Kelly 1p-9p-Holly 9p-8a-Holly	25 7a-5p-Cindy 8a-9p-Carolyn Ashley* 5p-9p-Pam 9p-8a-Jeanne	26 JR/CO DAC 6a-9p-Kelly 8a-9p-Ashley 9p-8a-Ashley	27 JR/CO DAC 6a-4p-Cindy 8a-9p-Carolyn 1p-9p-Pam 9p-8a-Holly	28 WF Appt* 7a-5p-Cindy 8a-9p-Kelly* 5p-9p-Pam 9:15a-11a-Carolyn* 9p-8a- Kristal on Call	29 8a-9p-Carolyn 7a-3p-Ashley 3p-9p-Pam 9p-8a- Kristal on Call

Starting 6/17 JR & CO DAC Tue, Wed, Thu transport to pick up between 8:15a-8:30a and drop off by 3:30p