

## IN-HOME FAMILY SUPPORT STAFF MEETING SUMMARY

**Subject:** September Staff Meeting

**Date:** September 4, 2024

**Time:** 11:30a – 2:00p

### **Meeting Review:**

**Summer Schedule:** Master schedules to be maintained on Share Point.

**Group Outings:** Each individual will be authorized to have two group outings/year. Two clients per staff is the ratio for the outings. Be sure to choose the 2:1 under the Service Code in Therap.

### ***Upcoming Events:***

**IHS Timecard:** Turn in your timecards by 10a on the Monday following the end of the pay period. You can send a picture to Kristal but you still need to turn in your paper timesheet to the office.

**Mileage Sheets:** Mileage sheets are to be completed and turned in weekly. You can scan the sheets from one of the homes and leave the original in the home mailbox so it can be brought to the office. If you scan the mileage sheet to the office write on the form that you scanned it and the date please. All individual mileage sheets were reviewed during the meeting as some rates had been updated.

### **Individual Reports:**

**RD** – 8/6- foot care clinic. At the foot care clinic, he had a swollen red big toe and directed to be taken to clinic. He was seen by Rachel Koch, FNP-C, had xray done, cellulitis of toes of right foot. Put on clindamycin 300 mg tid for 7days. Follow up on 8/14 with Jeremy Houser,PA-C. Diagnosis of ingrown toenail and infection so toenail removed. Put on Bactrim DS 1 tablet twice a day for 5 days. 8/15- F/u - dressing change and soaked foot. Daily soak of toe and dressing change. Staff helped him daily with soak and dressing change. 8/19-seen by Dr. Leblanc,MD. f/u Toes and nailbed status post. Removal shows good healing. The weight is 263#. 8/13- Taken to see Dr. Tsibulsky,MD. F/u - continue with trazodone 50 mg , 1-2 tablets at bedtime as needed for sleep. Ordered labs. Staff went in with RD to an appointment. He takes 1 tablet at around 9pm. F/U - 10/16/24. 9/11/24- 6 month check up with Jeremy Houser and fasting labs. 8/15- went to Marshall Place from ODC, then out to eat with peers at Hanks and went to a music concert. 8/22- Group Home Picnic. Taken to Food Shelf.

- Weekly, Robert will independently prepare a nutritious, main entrée of his choice using a simple recipe.
- Robert will explore a variety of leisure activities he can do at home by monthly choosing a new activity to try.

**TG** – Tabitha did not have very many home visits in July due to her job and then this staff on vacation. The visits that were had she usually had begun cleaning duties, but again gets very sidetracked and wants to talk or show things she has done on her phone so needs prompts at times to focus and keep going with tasks. She is very proud when she completes something and enjoys getting staff appraisal. Tabitha's had a hearing to appeal a decision to terminate her disability status and it was decided in her favor. Tabitha was very happy with this as she states she knows she needs assistance to keep on track of a healthy safe home for her and her family and does not want CPS to get involved and take her kids. (she is afraid of others turning her in) Tabitha takes pride

in having a job and having “her own money” not to rely on her husband if she wants something. She appreciates her job at the motel as her employer is flexible with her needs.

- Tabitha will complete one housekeeping task in her home to clean and organize
- Tabitha will prepare a healthy food item once month with staff assistance.

**DH** – 8/20- fasting labs and saw Dr. Khan- discussed concern with redness under breasts (fluconazole 200 mg 1 tablet daily for 30 days), incontinence (Oxybutynin was increased to 10mg). On 8/20/24 she got a left knee cortisone injection due to pain from osteoarthritis an advanced medial aspect narrowing.. Wt is 290lbs. Is taking 1 tablet Tylenol in am and 2 at bedtime in pill box for shoulder pain. Takes additional if needed. Has not been using the CPAP machine, she said too much going on. Deb is often running out of household and personal supplies and wanting staff to run to Warren to get her what she needs. She is running out of incontinence supplies every month, often past what she has purchased extra. Discussed asking Lisa to purchase additional supplies with Deb’s funds each month from Amazon to limit the extra trips to purchase supplies. Upcoming appts: 9/11- CT scan of lungs, 10/30- mammogram. 9/9- haircut, ordered new shoes, she enjoys going out to eat, often will see people she knows.

- Once per week Debra will go to the grocery store to purchase her groceries
- Every other week Debra will accurately set up her medications in her pill boxes
- Each month, Debra will participate in socialization/leisure outing of her choice, with staff in the community

**MH** – footcare clinic 8/6, Staff assisted with phone call to urologist to see about getting in before October due to UTI’s. There was nothing available on the schedule so nurse is checking with Agatha to see about squeezing in somewhere. At this time, she has not heard back yet. ??? have changed her dexcom for her when they become due for changing. Melissa attends therapy biweekly at Sanford in TRF. Took for fasting lab on 8/29 for her upcoming appointment with Dr. Holm on Sept 6<sup>th</sup>. Has about \$500.00 to spend. She needs leggings and joggers.

CT/MH- will look at china hutch for living room on 9/6 each have about \$500.00 to use.

9/23 at 2pm, In-Home Staff to meet with Katie and Melissa to review medical.

- Weekly, Melissa will set up her medication
- Melissa will complete her daily and weekly cleaning tasks for her CPAP machine

**EJ** – 8/21- CT scan of lungs and pulmonary function testing done prior to appt with Tamra Bauduin, PA. Results: Mild infiltrates in the right lung upper lobe, right middle lobe, and right lower lobe. Her recommendations were to use nicotine lozenges 1 every 4 hours and have sugar free hard candy in between. He is getting too much nicotine. He has a cough. The smoking cessation program he has used in the past does not exist anymore. Recommend he contact the MN Quit line for counseling. He is strongly advised to quit smoking. Continue 2L oxygen at night. Ernie had stated the oxygen was on 5L. Put on Levaquin 500mg - 1 daily for 7 days. Start prednisone 20mg – tablets for 5 days. F/u in 2 months with CT scan and appt with Tamra Bauduin. 8/15- out to eat at Hanks and music in Warren. 8/22 attended Group Home picnic. Vanity, sink, medicine cabinet and faucet have been ordered through Building center. There is a lot of garbage behind the house, and in the driveway. The plan is to get a dumpster to get rid of what Ernie is okay with throwing.

- Each month, Ernie will choose an outing he would like to participate in that promotes socialization with staff and other individuals and peers in the community.

**AK** – Has door at Cedar South. House continues to be messy with food and other items not put away. Pop bottles and garbage all over the living room and kitchen. A large amount of dirty laundry to do. Usually do not

have enough time to clean the bathroom. Limited contact due to Amanda's work hours. Is not very motivated when staff are there after her work shift.

- Twice a month, Amanda will work on unpacking boxed up items in her extra bedroom or cleaning out what is left in her storage unit.
- Twice weekly, Amanda will complete housekeeping tasks in her home

**PK** – Has not done any cooking. Will start load of clothes and pick up with many prompts. Needs much persuasion to get him to do something. Yells and swears at mom. Has tv on wall in bedroom, but no bed yet. The room still has a slight odor. Not taking his medications.

- Polo will prepare the evening meal for him and his mother twice monthly.

**KL** – Biweekly therapy appointments, seen Jason Nupdahl on Aug.13th with no med changes at this time. Had neuropsych testing done, seen neurology for follow up on Aug 12th and his primidone was increased to 150mg 2x daily for tremors and return follow up Nov. 12<sup>th</sup>. Hair cut on Aug. 20<sup>th</sup>. Kevin purchases 8 energy drinks every 2 weeks instead of 14 to try to eliminate usage and buys more Powerade. Follow up with Neuropsych testing on Sept 3<sup>rd</sup> for testing results to which showed mild intellectual disabilities along with a diagnosis of ADHD, results will be submitted to Jason Nupdal to see about being put on a ADHD medication. Also, MCGH will get a copy of the report. Hair cut on Aug. 20<sup>th</sup>. Follow up with Neuropsych testing on Sept 3<sup>rd</sup> for testing results to which showed mild intellectual disabilities along with a diagnosis of ADHD, results will be submitted to Jason Nupdal to see about being put on a ADHD medication. Also, MCGH will get a copy of the report. Kevin had follow up for his glaucoma at eye doctor Sept 3<sup>rd</sup> to which the glaucoma is stable so to keep up on eye drops and recheck in 6 months, however Kevin stated he has trouble seeing smaller lettering and doctor talked with him about bifocals. Kevin previously denied wanting to get them and now he has agreed to do this so new glasses were ordered. Kevin stated he wants to get his cat declawed as it is scratching his new couch, checked into this at vet and will cost 350.00 to do so will check with payee on funds. He does not want to get rid of the cat. Kevin's table is usually cluttered from week to week with mail ect. that gets sorted through 8/8 – Kevin told staff the new cleaning lady came with her supervisor the previous Thurs to ask when he wants her there to clean. He said he told her Saturday's. When making dinner, staff noticed a foul smell in the fridge. There was a milk carton in the fridge door that had started to leak due to it being expired. Kevin helped clean out the mess on the bottom under the drawers and we threw out all his outdated fridge items. Talked to him about not taking out new deli meat, cheese or bread from the freezer until he has used the ones in the fridge. He had a hard time stirring things when making dinner with staff, due to his shaking hands.

Aug 22<sup>nd</sup> – Kevin went to the Annual Picnic and had a good time. Kevin would like to go fishing before it gets cold, but wants to go with other peers.

- Twice a month, Kevin will assist staff in preparing a meal and/or bake.
- Monthly, Kevin will participate in a community outing, of his choice, that promotes socialization with others.

**MP**- Attended MCGH picnic

- Each year, Michael will participate in 12 socialization outings with staff to interact with other individuals/peers in the community

**SP** – Attended MCGH picnic, has appointment with Vascular surgery Sept 6<sup>th</sup> due to swelling and redness in foot and lower leg. Therefore, she has an appt for Friday, 9/6 for an ultrasound at 8:30 and appt with Stephanie Kaiser, NP at 11a. Stacy would like to do things with other peers not just by herself so have not gone on an outing this past month.

- Each year, Stacy will choose socialization outings she would like to participate with staff to interact with other individuals and peers in the community

**GR** – pick up check weekly at social services, grocery store and continues to cook weekly. Usually has laundry done prior to staff arrival unless he needs quarters for the week out of his check. Been doing good on cleaning areas in his apartment, cleaned out cupboards and fridge and threw away old stuff. Greg has mentioned missing his brother and wants to go to the grave site before it gets cold outside. Greg attended the MCGH picnic and helped staff carry items. He said he enjoyed being with peers and thanked the staff for taking him. Greg got a new CD player and portable DVD player. He Would like a new battery-operated remote-control vehicle.

- Twice a month Greg will remove and wash his bedding
- Greg will clean out his refrigerator every other week
- Greg will participate in socialization outings, interacting with other individuals and peers in the community.

**LS** - Aug 6<sup>th</sup> - We went to McDonald's and the Library. Aug 15<sup>th</sup> - Library and McDonald's, then to a movie. He brought \$22.00 so he needed help ordering lunch as he wouldn't have enough money for the movie and a treat. Levi tends to see something and then wants it, without considering the cost. We talked about how to manage his money when he's going to go to more than one place in a day. Aug 20<sup>th</sup> – Levi really wanted to go to Blue Moose ever since we started, so we did this for his last outing. His dad called me the night before about it and would send \$20.00. He did have a few things to take to the Library first, of course. He had a good time and we talked about college and what to do if he gets lonely; call, have face time, go home on weekends). Levi's case will be closed as of Aug 31.

**CS** – Aug 14<sup>th</sup> - He did well listening to instructions and stayed on the horse the whole time. He threw his shoes over the fence once. Lunch at Marshall afterwards. He was calm there, watched tv and looked at pictures on my phone. Aug 21<sup>st</sup> – He kept his shoes on the whole time! And he really liked putting little stuffed animals in the mailbox of the arena when they walked by. At Marshall Place he took his shoes off and put them different places like the spare bedroom and the garbage. Aug 28<sup>th</sup> – Had a fun time at HT. At Marshall, we worked on not eating so fast as he does take big bites and gobbles it down without chewing much. Played with an alphabet puzzle too. Chris did try and grab something from me 2 times but stopped when I told him he shouldn't do that. This was a big improvement.

- One monthly, Christopher will participate in an activity that he enjoys in the community

**JS** – Aug 14<sup>th</sup> – He had Senior Pictures that day and the next week his mom said they are too busy to have his goal worked on the rest of the month.

- Once monthly, Jason will prepare a recipe new to him

**CT** – Medical- 8/6- foot care clinic, 9/9- pre-op for Botox surgery. 9/18- Botox surgery For bladder. 9/6- laser for face. 9/24- annual physical.

Work – There is a new manager. Charlotte is required to do more than run the till. With more having to do more standing, problem with ankle swelling. While at work, she is wearing a brace to support ankle. She does have a letter from PCP with some restrictions.

- Weekly, Charlotte will set up medications independently without errors 50% of trials.

**AW** – Attended MCGH picnic, have had no horse therapy or dr appointments that this staff has not taken to due to in and out of hospital and scheduling.

- Ariel will work on a leisure interest of her choice in her home, trying 3 different activities

- Monthly, Ariel will participate in a community outings of her choice

**KW** – met with her for an afternoon, sorted some clothes and put on hangers, sorted through some items in her closets to donate a few things. Offered her to go with to Grand Forks On the 21<sup>st</sup> to get picnic supplies, she decided she wanted to go, however by that morning she declined stating she did not want to go. Next meet is set for Sept 13<sup>th</sup>.

- Kat will complete one tie blanket in her 6 month review period
- Monthly, Kat will complete one housekeeping or organizational task

**Next Staff Meeting is scheduled for: Wednesday, October 2 at 11:30p at the MCGH office.**

**STAFF MEMBERS PRESENT:**

<b>Name:</b>	<b>Position:</b>	<b>Name:</b>	<b>Position:</b>
Kristal Walen	ADM	Liz Anderson	DCC
Cindy Gratzek	RPS	Janelle Fick	DCA
Sabrina Deschene	RPS	Marilyn Huderle	abs DCS
JoAnn Saunders	LPN	Mary Kay Stinar	DCS

**Authorized By:** Sabrina Deschene, RPS

Acknowledgement completed in STAR Services.