

## Program Abuse Prevention Plan

<b>Program:</b>	River Wood SLS
<b>Address:</b>	101 5 <sup>th</sup> Street, P.O Box 96 Pine River MN 56474
<b>Date plan developed:</b>	12/27/13; rev 3/2/15; updated 4/21/15; 9/23/15; 2/3/16; 12/18/17; 12/13/18, 11/15/19, 12/01/19, 12/01/20, 12/01/21

### 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. Previous PAPPs are stored at the main office.
- 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:** *This program serves adults (ages 18 and up) in our adult foster care community residential settings. We have served minors with a variance.*
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?** *PRGH, Inc. provides each individual their own bedroom. Staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person and the PAPP for the home. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

**Pine River Group Home, Inc.**  
**PO Box 96**  
**Pine River, MN 56474**

In this home, each person who receives services has their own lockable bedroom and the privacy is respected by other people who are served. Staff are present at all times when 3 of the individuals are at home, 1 individual has home alone time. Privacy is also assured when using the bathrooms by closing the doors and when talking about concerns with a person in a private area.

**3. Gender of persons the program plans to serve:**

*PRGH, Inc. serves person of any gender or gender identity.*

This home serves three men and one woman.

**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?**

*PRGH, Inc. provides each individual their own bedroom. Bathrooms all have lockable doors for privacy. Staff knock before entering or opening closed doors. Staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person and the PAPP for the home. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

The home provides each person served with their own bedrooms and this privacy is respected by other people receiving services in the home by knocking and being granted permission to go into the other person's room. Staff assure privacy is respected when assisting people who receive services with hygiene cares by closing the door and when talking about concerns with/about a person in a private area. Staff are present at all times when 3 of the individuals are at home, 1 individual has home alone time.

**5. Describe the range of mental functioning of persons the program plans to serve:**

*PRGH, Inc. supports individuals with a diverse range of mental functioning levels including low mental functioning with severe developmental disabilities to high levels of mental functioning with mild DD.*

There is a diagnosis of profound DD in three persons served and mild DD in one person served.

**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?**

*PRGH, Inc. staff are present at all times when the persons served are present unless stated in their CSSPA. Staff are trained in the self-management assessment of each individual and know their strengths and limitations due to mental functioning. There is asleep or awake overnight staff on site or AOS in place to respond as needed during the night. Staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person and the PAPP for the home. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

Staff will provide care and safety in terms of the home care and maintenance, hygiene, meals, social activities and training programs. Staff will also assist people being served in completing supports as written. They are also trained to support the people being served in the areas of the self-management assessment, CSSP, CSSPA and IAPP. Two staff work together during most of

the waking hours and awake staff are present at all times when people who receive services are at home, with the exception of the one individual having home alone time.

- 7. Describe the range of physical and emotional health of persons the program plans to serve:** *PRGH Inc. serves persons with a wide range of physical and mental health needs and diagnosis. Some homes are handicap accessible.*

People in this home have diagnosis such as: Depression, enlarged prostate, hypertension tremors, impulse control disorder, profound developmental disability, type II diabetes, urinary frequency, vitamin D deficiency, chronic seborrheic dermatitis, chronic tinea pedis, constipation, elevated cholesterol, high blood pressure, obesity, personality change due to another medical condition, status post hemorrhoid ligation with band, unspecified schizophrenia spectrum and other psychotic disorder, down's syndrome, acne, atlanto axial laxity, and mild cataracts, borderline personality disorder, reynaud's disease, moderate intellectual disability, other specified anxiety disorders, Radiation Induced Meningioma. This home is handicap accessible.

- 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?**

*PRGH, Inc. staff are trained on the physical and emotional health of all persons upon hire. Staff are trained on the self-management assessments and IAPP of each individual. One or two staff is on duty during waking hours and one sleep or awake staff during the night (except at the site where AOS is used) to assist with the care needed related to physical and emotional health of the persons receiving services. Additional staff is available on-call as needed to assist with behavioral or behavioral or emotional health issues. Staff are trained in medication administration, first aid and CPR. Staff are trained on the self-management assessments, positive supports, CSSP, CSSPA and IAPP of each person and the PAPP for the home. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies. PRGH has an RN or LPN supervising health services who has knowledge of the physical and emotional health status and needs of people receiving services, and there is an LPN on duty 24/7 at one of our homes for who is available for consultation on the physical and emotional health of all persons receiving services.*

Staff are trained to care for the medical issues of the people who are served. People being served meet with psychiatrist quarterly if needed unless recommended to meet with them more frequently. Regular physical health monitoring and health needs met as per the CSSPA. The staff are trained in First Aid and CPR and each person's IAPP, CSSP, CSSPA and self-assessment. Staff are trained to administer medications. Awake staff are present at all times when people who receive services are at home to address physical or emotional concerns. An RN is available for consultation regarding medical concerns. Regular physical health monitoring and health needs met as per the CSSPA.

- 9. Describe the range of adaptive/maladaptive behavior(s) of persons the program plans to serve:** *PRGH, Inc. serves persons with a wide range of adaptive/maladaptive behaviors. All persons served participate in activities of daily living and instrumental activities of daily living according to their adaptive behavior skills which includes conceptual, social, and practical skills*

**Pine River Group Home, Inc.**  
**PO Box 96**  
**Pine River, MN 56474**

*that all people learn in order to function in their daily lives. Staff are trained in positive supports and positive behavior supports. Staff is available to assist with maladaptive behaviors.*

One person is non-verbal and staff observe them for non-verbal cues that they may have pain, distress, or like/dislike something. Two people served are primarily non-verbal. The range of adaptive behaviors in this home include: completing daily hygiene, participating in outcomes/goals and social activities. The range of maladaptive behaviors in this home include: Physical and verbal aggression. The range of adaptive behaviors in this home include: talking with family and friends on the phone or in person, reading, watching TV/movies, playing video games, arts and crafts, dancing, completing daily ADLs, participating in outcomes and social activities.

**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?**

*PRGH, Inc. staff are trained on the adaptive/maladaptive behaviors upon hire. Staff are trained on the self-management assessments and IAPP of each individual. One or two staff are on duty during waking hours and one awake or asleep staff during the night (except at the locations where AOS is used) to assist with the care needed related to adaptive/maladaptive behaviors of the persons receiving services. Additional staff is available on-call as needed to assist with behavioral issues. Staff are trained in medication administration, first aid, and CPR and positive supports and positive behavior supports. Staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person and the PAPP for the home. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

Staff are trained in positive supports including de-escalation techniques. Verbal techniques are emphasized to redirect people. They are trained in EUMR for emergencies. Staff encourage engagement in adaptive and positive behaviors. Staff are present at all times when people who receive services are at home unless home alone time is allowed per individual plans or AOS is used.

**11. Describe the need for specialized programs of care for persons the program plans to serve:**

*PRGH, Inc. serves persons with a variety of specialized care programs including but not limited to the following: specialized diets for sodium or calorie restrictions; diabetic diets and diabetic care; specialized skin care regimes; tube feeding; catheterization; mechanical lifts; accessible homes; PT/OT/Range of motion programs; seizure management; complex medical needs; cardiac conditions; visual or hearing deficits; and behavior support plans. Specialized care needs will be stated in the CSSPA.*

None.

**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?**

*PRGH, Inc. staff are trained on the physical and emotional health of both persons upon hire. Staff are trained on the self-management assessments and IAPP of each individual and the PAPP for the home. One or two staff are on duty during waking hours and one sleep or awake staff during the night (except at the locations where AOS is used) to assist with the care needed*

*related to needs of the persons receiving services. Additional staff is available on-call as needed to assist with any issues. Staff are trained in positive supports, medication administration, first aid, CPR and first aid for choking. Staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

N/A

**13. Describe the need for specific staff training to meet individual service needs:**

Other than the areas already mentioned and the staff training required by MN Statutes, chapter 245D, there is not additional staff training needed.

**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?**

*PRGH, Inc. staff are trained on all the individual service needs of persons served during orientation and additional training is provided as needs change. Staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person and the PAPP for the home. One or two staff are on duty during waking hours and one sleep or one awake staff during the night (except at the locations where AOS is used) to assist with the individual service needs of the persons receiving services. Additional staff is available on-call as needed to assist with any service need that arises. Staff are trained in positive supports, medication administration, first aid, CPR and first aid for choking. Staff are trained in all areas required by MN Statutes 245D. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

Staff are trained on all the person's being served during orientation. Staff are trained on the self-management assessments, IAPP, CSSP, CSSPA of each person receiving services. Awake staff are present at all times when people who receive services are at home. Additional staff is available on-call as needed to assist with any service need that arises. Staff are training in therapeutic intervention, medication administration, first aid, CPR and choking. Staff are trained in all areas required by MN Statutes 245D.

**15. Describe any knowledge of previous abuse that is relevant to minimizing the risk of abuse to people receiving services:**

*In PRGH Inc., if persons being served who have a history of previous abuse and if we would know of it, staff are informed if given consent.*

One person has a known past history of being abused. There is a sense that the other person's served may have had abuse in their past but there is no confirmation of that or specific knowledge of previous abuse.

**16. What specific measures has the program taken to minimize the risk of abuse to people as related to the knowledge of previous abuse?**

*PRGH, Inc. staff are trained on the self-management assessments, CSSP, CSSPA and IAPP of each person and the PAPP for the home. Staff has been trained on the Vulnerable Adult Act and*

Pine River Group Home, Inc.  
PO Box 96  
Pine River, MN 56474

*Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.*

The person who has a past history of known abuse was sexually exploited/abused and financially exploited. Staff are trained on this person's Individual Abuse Prevention Plan as well as their Rights Modifications rules.

#### **PHYSICAL PLANT ASSESSMENT:**

**1. Describe the condition and design of the facility as it relates to safety for the people receiving services:** The home was built in 1999. It is a ramble style home. It has four bedrooms and two bathrooms. Two bedrooms and a bathroom are at each end of the home with the kitchen, dining room, living room and office in the middle of the home. The laundry room is at the west end of the home. The home has two doors on the front and back of the home. It is built as a handicap accessible home. It has a one car garage and an apartment at the west end of the home. The apartment has a separate entrance. There is a fire door between the two units. The home is equipped with fire alarms and carbon monoxide detectors. There are security cameras on site in public areas to provide for security and to monitor incidents and emergencies. See separate policy on camera use.

**2. What specific measures has the program taken to minimize the risk of abuse to people as related to the condition and design of the facility in terms of safety for people receiving services?**

The program will maintain the fire alarm system and sprinkler system and have them inspected regularly. Fire drills are implemented monthly and tornado drills are implemented quarterly. The staff will maintain the care of the carbon monoxide detectors. The meds are locked in med cabinets. The cash and checkbook are locked for security. Staff keep the entrances clear and free of snow. There is emergency shut offs for the gas and water. There are security cameras on site in public areas to provide for security and to monitor incidents and emergencies. See separate policy on camera use. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies. Staff are trained in the PAPP. This entrance has an outdoor light for night use.

**3. Describe any areas of the facility that are difficult to supervise:**

The outside area on the ends of the home are difficult supervise. The outside area around the house is difficult to supervise. Persons receiving services may use their rooms in private. This makes them a challenge to supervise. There are security cameras on site in public areas to provide for security and to monitor incidents and emergencies. See separate policy on camera use.

**4. What specific measures has the program taken to minimize the risk of abuse to people as related to the areas of the facility that are difficult to supervise?**

Staff will monitor the persons who receives services by looking on their well-being when they are outside. They will turn on the door alarms if a persons who is being served wanders outside several times in a day. There are security cameras on site in public areas to provide for security and to monitor incidents and emergencies. See separate policy on camera use. Staff has been

Pine River Group Home, Inc.  
PO Box 96  
Pine River, MN 56474

trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH Inc. policies.

#### ENVIRONMENTAL ASSESSMENT:

1. **Describe the location of the facility including information about the neighborhood and community that the facility is located:** The Pine River Group Home is located in Pine River a town of 975 people. It is located in a residential area. The home is located along the Pine River. It has a few neighboring homes. The town has many local services used by the persons served including library, grocery store, beauty/barber shops, clinic dentist, eye doctor, churches, banks, DAC and other stores. The closest hospital is about 30 miles away. There is a local ambulance and fire department. Air ambulance service is available to larger hospitals. The community includes a supported workshop for employment, Pine River Area DAC.
2. **What specific measures has the program taken to minimize the risk of abuse to people as related to the location of the facility, including factors about the neighborhood and community?** People who we serve are accompanied by staff in the community at all times unless the Support Team has determined it is a reasonable risk for the person be alone in the community for a designated amount of time or activity. Transportation is provided to and from the community as needed. Reports of concern about a person we serve from the community are investigated. Staff are trained on the IAPP and are aware of what is happening around the home to insure people we serve are safe outdoors. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.
3. **Describe the type of grounds and terrain that surround the facility:** The grounds around the home has a parking lot, and a grassy yard. It has a slight slope into the garage and slight hill to the back of the home and to the south of the home. There are a few trees in the area. The terrain includes the Pine River (a shallow slow moving brook) behind a low area growing trees and brush.
4. **What specific measures has the program taken to minimize the risk of abuse to people as related to the type of grounds and terrain that surround the facility?** Staff assist people we serve who are unstable on their feet when the terrain is sloped or when they terrain could be slippery due to the weather conditions. Staff will accompany persons we serve when they want to look at the river. The driveway is plowed of snow in the winter. The ramps are shoveled of snow. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.
5. **Describe the type of internal programming provided at the program:** Each person we serve has individual supports to develop their skills and abilities to the best of their abilities. Each person served participates in a day program. People we serve are supported to meet their individual needs and preferences and to insure their health and safety. Internal programming

**Pine River Group Home, Inc.**  
**PO Box 96**  
**Pine River, MN 56474**

includes residential skills training and activities of daily living including but not limited to dressing bathing, toileting, and meal preparation, paying bills, shopping and communication.

6. **What specific measures has the program taken to minimize the risk of abuse to people through the type of internal programming provided at the program?** Staff are trained on meeting each person served needs, preferences and to ensure their safety and health. Staff will assist people in being as independent as possible in the activities of daily living. Staff are trained in CPR, first aid and all other required topics according to MN statute 245D. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies.
  
7. **Describe the program's staffing pattern:** The home has double coverage at most times when persons we serve are awake -- in the morning when they get up and in the afternoon after work and into the evening on week days and on weekends from the midmorning to midafternoon. During the overnight hours one staff person works alone and is awake from the hours of 10PM-8AM Sunday - Thursday. One staff person works 2:30PM-10:00PM Monday-Friday. One staff person works a split shift 6:30AM-9:30AM & 2:30PM-7:30PM Monday-Friday. The weekend shift starts at 10PM on Friday evening and ends at 10PM on Sunday evening. There is a relief staff between the hours of 3:45AM-8:30AM on Saturday's and Sunday's so that the weekend shift person may sleep during that time.
  
8. **What specific measures has the program taken to minimize the risk of abuse to people through the program's staffing pattern?** The program provides two staff during most waking hours to assure that medical appointments, daily living activities, and other preferred activities are able to be accommodated. Two people are able to manage a crisis or emergency by helping each other and additional support can be sought as needed. The program has on call person in case a staff person has an emergency. The awake staff during the overnight shift assures that concerns are met. Staff are trained in CPR, first aid and all other required topics according to MN statute 245D. Staff has been trained on the Vulnerable Adult Act and Maltreatment of Minors Act and will take steps to prevent abuse, take corrective action and immediately report maltreatment according to PRGH, Inc. policies. During an emergency resulting in a staffing crisis, other staffing patterns or methods may be implemented to ensure continuity of operations and safety of persons in this location. Please see full policy titled Procedure for Continuity of Services During an Emergency in Staffing.

_____	_____	_____
Print name and title of	Signature	Date
Governing Body or		
Governing Body's Delegated Representative		

Review: Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_  
The review occurred at least on an annual basis.

**Pine River Group Home, Inc.**  
**PO Box 96**  
**Pine River, MN 56474**

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.

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