

Program Abuse Prevention Plan

Program:	Pine River Group Home
Address:	103 5 th Street, P.O Box 96 Pine River, MN 56474
Date plan developed:	12/17/13, 10/25/14, 4/21/15, 9/22/15, 2/3/16, 10/5/16, 12/8/16, 12/18/17, 7/10/18 (AOS) with start date of 10/16/18, 10/1/19, 11/9/19, 12/1/19, 12/1/20, 12/1/21, 10/1/22

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:**
Persons served at PRGH Inc. range from ages 18 and older.
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, Support Plan, Support Plan Addendum 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.

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The home provides each person with their own bedroom. One of the two bathrooms is handicapped accessible. The second bathroom has a railing next to the bathtub for safety purposes. There are ramps coming into the entrances of home.

3. Gender of persons the program plans to serve:

PRGH Inc. serves person of male or female gender.

This home serves two 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, Support Plan, Support Plan Addendum 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.

In this home, each person has their own lockable bedroom for privacy. People are only able to go into someone else's room with permission from the person whose room it is. There are two bathrooms with lockable doors. Privacy is also assured when using the bathrooms by closing the doors and when talking about concerns with a person in a private area. A bedroom can be used for self-stimulating sexual activities.

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.

The people served in this home have a wide range of mental functions including autism, moderate and mild developmental disabilities.

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 Support Plan Addendum. Staff are trained in the self-management assessment of each individual and know their strengths and limitation 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, Support Plan, Support Plan Addendum 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.

In this home, staff will provide care and support for all services including but not limited to ADLs and IADLs. Staff at this location are awake at all times. Two staff are usually available during normal waking hours. Alternate Overnight Supervision is used in this building during normal sleeping hours. This means that one wake staff will provide supervision to this unit, as well as provide AOS to two other units within the same building – one being, West View Apt. with 1 resident residing there, and the other being, East View Apt. with 2 residents residing there. The 1-person apartment is connected to this unit

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by an internal stairway. The 2-person apartment is also connected to this unit; however, staff would have to leave this unit to enter the apartment. The residents residing in this unit will be safe when the staff need to leave for the few minutes it takes to respond to either AOS unit. If response will take longer than 10 minutes, additional staff can be called in. The persons at both apartments receiving AOS typically do not need assistance during the overnight hours.

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.

The diagnosis of one male individual is: Moderate Developmental Disability, Autism, Esophagitis, GERD (controlled), Hyperlipidemia, Hypertension, Overweight, Mild Anemia, Autistic Disorder, Constipation, Seasonal Allergies.

The diagnosis of one female individual is: Moderate Developmental Disability, Bone spurs in toes and foramen, Bursitis, Cerebral Palsy with severe spastic quadriplegia, Depression, Fibrocystic breast disease, HTN, Overweight, Unspecified anxiety disorder, osteoarthritis, unspecified disorder of psychological development, degenerative disc disease (cervical), hypovitaminosis D, GERD, Constipation, Diabetes Type II.

The diagnosis of one male individual is: Mild developmental disability, Autism.

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, Support Plan, Support Plan Addendum 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 supervising health service who has knowledge of the physical and emotional health status and needs of people receiving services.

Staff in this home are trained on the current diagnosis and related treatments of people being served. The persons being served meet with the psychiatrist, other mental health providers, or medical providers as directed. Staff are trained to administer medications. Awake staff are present at all times when people who receive services are at home (unless plan allows for home-alone time) to address physical or emotional concerns. An RN is available for consultation for medical concerns. Regular physical health monitoring and health needs met as per the Support Plan Addendum.

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 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.

The range of maladaptive behaviors in this home includes verbal aggression, SIB's, and sexual self-stimulation in public areas. The range of adaptive behaviors in this home includes completing crafts and hobbies, talking and interacting calmly, talking with family and friends on the phone or in person, reading, watching TV and playing video games, 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, **Support Plan, Support Plan** Addendum 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. Staff are trained in EUMR for emergencies only. Staff encourage engagement in adaptive and positive behaviors. Awake staff are present at all times when people who receive services are at home unless home alone time is allowed per individual plans.

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 regimens; 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 **Support Plan Addendum**.*

Specialized treatment for this home includes cutting food for the persons who have trouble cutting food due to other disabilities. Physical therapy done as directed by physical therapist. One individual has a behavior support plan which states that they earn \$1.00 per day for demonstrating positive behavior throughout the day.

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, Support Plan, Support Plan Addendum 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.

Staff are trained in the need to cut food for some persons. Staff are trained in what constitutes as “positive behavior” for the individual who has a behavior support plan in place. Awake staff are present at all times when people who use and receive services are at home, unless individual plan of care allows for home alone time.

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. Staff are trained on the self-management assessments, Support Plan, Support Plan Addendum 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.

Awake staff are present at all times when people who receive services are at home unless the individual plan of care allows for home alone time. Additional staff is available on-call as needed to assist with any service need that arises.

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 have a history of previous abuse and if we know of it, staff are informed if we are given consent.

There is a sense that some people receiving services may have had abuse in their past but there is no confirmation of that or specific knowledge of previous abuse to people living in the home.

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, Support Plan, Support Plan Addendum 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.

N/A

PHYSICAL PLANT ASSESSMENT:

1. Describe the condition and design of the facility as it relates to safety for the people receiving services:

The Group Home was built in 1976. There are four bedrooms, two down each hall on either side of the dining area. The dining area is the hub of the house with the kitchen and office/med room off to one side, the living area of the living room on the other side. There is a deck facing the river toward the west. The bedrooms are toward the east. There is a bathroom down each of the halls, one of which is handicap accessible. The laundry room is down one side of the hall. The home has access to a storage area in the lower level. There are two apartments and the administrative office in the same building with separate entrances. The two car garage is unattached and shared with one of the apartments.

Safety: The home has a sprinkler system in case of fire. It has a fire alarm system that include strobe light, loud alarms and automatic shutting of the fire doors. There are carbon monoxide detectors in the home per state law. It has an AED available in this home. It has ramps on both entrances into the home. One wake staff will provide supervision to this unit during the overnight hours, as well as provide AOS to two other units within the same building - one being, West View Apt. with 1 resident residing there, and the other being, East View Apt. with 2 residents residing there. The 1-person apartment is connected to this unit by an internal stairway. When staff are responding to this West View Apt. they are within hearing distance of this unit. The 2-person apartment is also connected to this unit; however, staff would have to leave this unit to enter the apartment. The residents residing in this unit will be safe when the staff need to leave for the few minutes it takes to respond to either AOS unit. If response will take longer than 10 minutes, additional staff can be called in. The persons at both apartments receiving AOS typically do not need assistance during the overnight hours. There are security cameras within this unit in public areas for security purposes 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 house is handicap accessible. 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 and the administration will maintain the care of the AED. One wake staff will provide supervision to this unit during the overnight hours, as well as provide AOS to two other units within the same building - one being, West View Apt. with 1 resident residing there, and the other being, East View Apt. with 2 residents residing there. The 1-person apartment is connected to this unit by an internal stairway. When staff are responding to this West View Apt. they are within hearing distance of this unit. The 2-person apartment is also connected to this unit; however, staff would have to leave this unit to enter the apartment. The residents residing in this unit will be safe when the staff need to leave for the few minutes it takes to respond to either AOS unit. If response will take longer than 10 minutes, additional staff can be called in. The persons at both apartments receiving AOS typically do not need assistance during the overnight hours. There are security cameras within this unit in public areas for security purposes and to monitor incidents and emergencies. See separate policy on camera use. The foster care licenser inspects the home. 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. 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. The exterior entrance, used to enter the 1-person

apartment, is behind the home and not visible to the street for privacy and safety. This entrance has an outdoor light for night use.

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

The lower level is difficult to supervise. The adjacent unit is difficult to 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. One wake staff will provide supervision to this unit during the overnight hours, as well as provide AOS to two other units within the same building – one being, West View Apt. with 1 resident residing there, and the other being, East View Apt. with 2 residents residing there. The 1-person apartment is connected to this unit by an internal stairway. When staff are responding to this West View Apt. they are within hearing distance of this unit. The 2-person apartment is also connected to this unit; however, staff would have to leave this unit to enter the apartment. The residents residing in this unit will be safe when the staff need to leave for the few minutes it takes to respond to either AOS unit. If response will take longer than 10 minutes, additional staff can be called in. The persons at both apartments receiving AOS typically do not need assistance during the overnight hours. There are security cameras within this unit in public areas for security purposes 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 accompany people receiving services to the lower level when they are seeking items from the storage areas. Staff will go outside to check on persons receiving services if they are outside beyond the normal amount of time. They will accompany those less stable when outside. A speed limit sign is posted. When there is reason to be concerned by the sounds or lack of sounds in a bedroom or bathroom, the staff will knock on the door to check on the person. If needed, during the hours of sleep, staff will check on persons quietly to not disturb their sleep. One wake staff will provide supervision to this unit during the overnight hours, as well as provide AOS to two other units within the same building – one being, West View Apt. with 1 resident residing there, and the other being, East View Apt. with 2 residents residing there. The 1-person apartment is connected to this unit by an internal stairway. When staff are responding to this West View Apt. they are within hearing distance of this unit. The 2-person apartment is also connected to this unit; however, staff would have to leave this unit to enter the apartment. The residents residing in this unit will be safe when the staff need to leave for the few minutes it takes to respond to either AOS unit. If response will take longer than 10 minutes, additional staff can be called in. The persons at both apartments receiving AOS typically do not need assistance during the overnight hours. There are security cameras within this unit in public areas for security purposes and to monitor incidents and emergencies. See separate policy on camera use. Staff has been trained on the Vulnerable Adult Act, Maltreatment of Minors Act and this PAPP, 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 35 miles away.

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There is a local ambulance and fire department. Air ambulance service is available to larger hospitals. The community includes a vocational services agency, 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 and the individual plan of care documents that it is a reasonable risk for the person to 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 trained in IAPP, Support Plan, Support Plan Addendum, Self-Management Assessment and the PAPP 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 hill to the back of the home and to the south of the home. There are trees in and surrounding the yard. The terrain includes the Pine River, a shallow slow-moving brook behind a low area growing trees and brush. There is a dock that is left in the river year-round.
- 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 the terrain could be slippery due to the weather conditions. Staff will accompany persons served when they want to be by the river, or if they desire to be on the dock according to their self-management assessment and/or Support Plan Addendum. 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. All persons served participate in a day program or work, however, one of those individuals is semi-retired and participates in work only when they choose to. The semi-retired individual has day services provided in the home, whereas the other two individuals participate in day services or work outside the home. People we serve are supported to meet their individual needs and preferences and to insure their health and safety. Internal programming includes training and assistance to complete ADLs and IADLs 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, rights 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, Maltreatment of Minors Act and this PAPP 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 served are awake in the morning when they get up and in the afternoon after work and into the evening on weekdays and on weekends from the midmorning to midafternoon. During the overnight hours one staff person works alone and is awake. This person provides AOS to the adjoining basement 1-person unit and on an as needed basis, the adjacent 2-person unit as well. One staff person works Monday-Friday during the evening and one staff person works Monday-Friday split shift. The overnights are 10-hour shifts Monday-Friday and twelve-hour shifts Saturday-Sunday.

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 care of using the bathroom or other concerns are met. One wake staff will provide supervision to this unit during the overnight hours, as well as provide AOS to two other units within the same building – one being, West View Apt. with 1 resident residing there, and the other being, East View Apt. with 2 residents residing there. The 1-person apartment is connected to this unit by an internal stairway. When staff are responding to this West View Apt. they are within hearing distance of this unit. The 2-person apartment is also connected to this unit; however, staff would have to leave this unit to enter the apartment. The residents residing in this unit will be safe when the staff need to leave for the few minutes it takes to respond to either AOS unit. If response will take longer than 10 minutes, additional staff can be called in. The persons at both apartments receiving AOS typically do not need assistance during the overnight hours. The administrative office is in the building with additional staff available if needed during office hours. 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 Governing Body or Governing Body’s Delegated Representative	Signature	Date

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.

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