

Detroit
Long
Term
Care
System
Change
Task
Force

*Moving Toward
Enhancing
the Quality of Life*



Overview

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Background

- Planning for LTC System Change
 - Reauthorization of Older Americans Act
 - Real System Change Grants
 - Project 2020
 - Nursing Care Facility Enhancement Grant
 - Need to Plan for Managed Care
 - Need to develop strategic plans for next three years
 - Need to engage consumers and stakeholders in long term care education and reform
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Mission of Detroit LTCTask Force

- **Long Term Care System Change in Community and Institutional Settings**
 - Nursing Care Facilities
 - Programs for All Inclusive Care
 - MI CHOICE
 - Adult Home Help
 - Adult Foster Care
 - Homes for Aged
 - Hospice Services
 - HCBS Programs
 - **Development of Aging in Place Strategies**
 - **Development of Legislation to Support System Change**
 - **Improvements in Healthcare Access and Health Promotion Services**
 - **Engagement of LTC Consumers & Stakeholders**
 - **Improve Quality of Long Term Care Options**
 - **Policy Recommendations – State Legislature**
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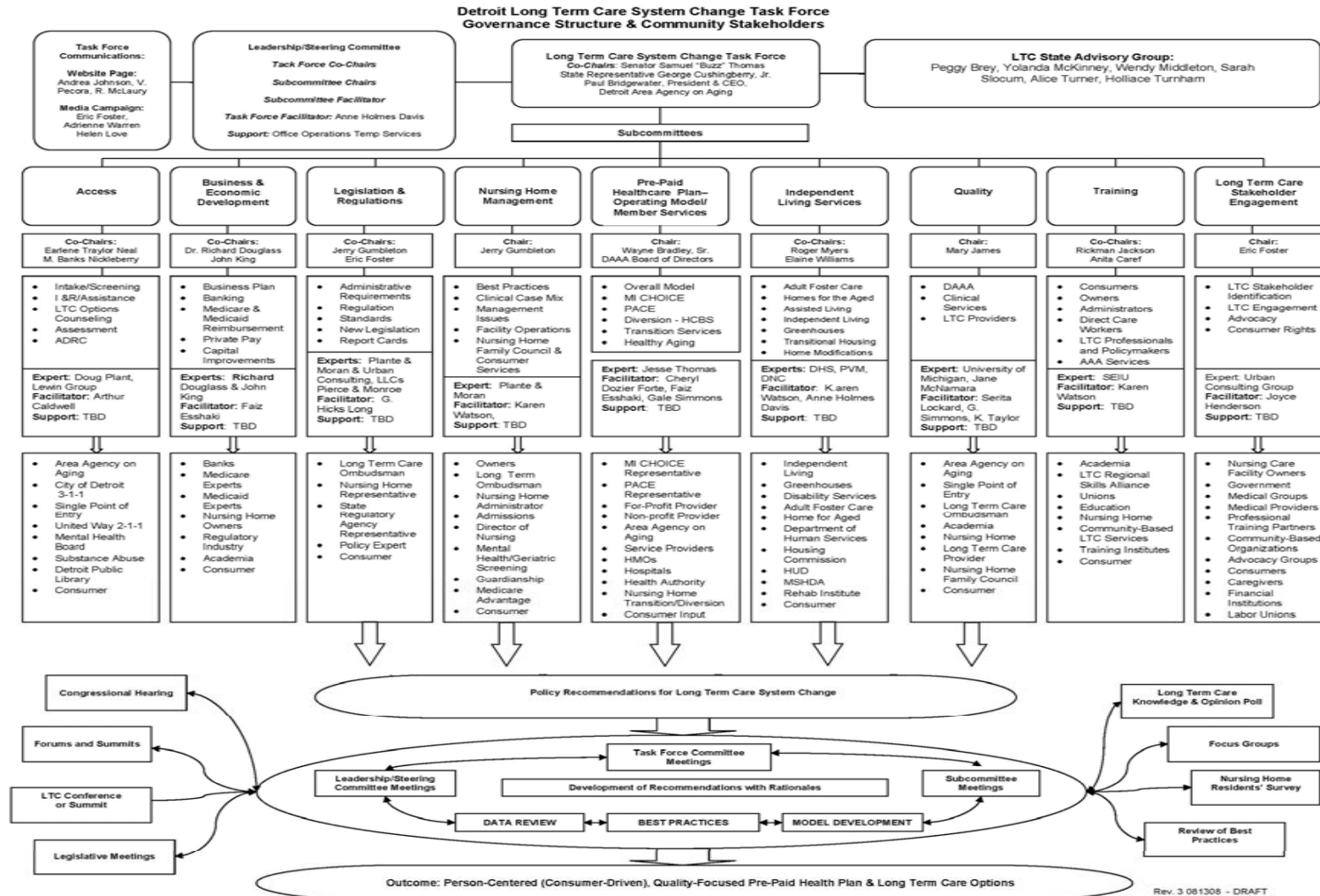
Partners & Stakeholders

- **Primary Skilled Nursing Care Facility Owners**
 - **Government**
 - **Medical Groups**
 - **Medical Providers**
 - **Professional Training Partners**
 - **Community-Based Organizations**
 - **Consumers**
 - **Senior and Disability Advocacy Groups**
 - **Caregivers**
 - **Financial Institutions**
 - **Labor Unions**
 - **Insurance Companies**
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Governance Structure

- **Full Task Force**
 - **Leadership & Steering Committee**
 - **LTC State Advisory Group**
 - **Task Force Communications/Media Group**
 - **Access Subcommittee**
 - **Business & Economic Development Subcommittee**
 - **Legislation & Regulations Subcommittee**
 - **Nursing Home Management Subcommittee**
 - **Prepaid Healthcare Plan Subcommittee**
 - **Independent Living Services Subcommittee**
 - **Quality Subcommittee**
 - **Training Subcommittee**
 - **Long Term Care Stakeholder Subcommittee**
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Governance Structure



Project Time Line

- Pre-Planning Meetings (Ongoing)
 - Legislative Meetings (Starting 9/15)
 - Nursing Home Summit - 9/29/08
 - Leadership Steering Committee Meetings - 7 meetings
 - Long Term Care Task Force Meetings – 6 meetings
 - Review of Best Practices and Research Findings
 - Subcommittee Meetings – Monthly or As Needed (Starting 10/08-9/30/09)
 - Most primary research results due – 11/21/08
 - Subcommittees work on policy recommendations – 10/1/08 – 1/09 and present results 12/08 and 1/09
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Project Time Line (Cont'd)

- Balance of Resident Survey Data due (12/08)
 - Phase I Policy Recommendations – Presented to Detroit Legislators - 2/6/09
 - Subcommittee Continues work on recommendations and strategies
 - LTC Summit – 5/15/09
 - Congressional Hearing – 8/21/09
 - Phase II Program Development Recommendations – Presented in 8/09
 - Final Report – 9/30/09
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Outcomes

- Consumer Driven and Person-Centered Approach to Service Delivery
 - Quality-Focused Pre-Paid Healthcare Plan
 - Enhanced Long Term Care Options
 - Engagement of Consumers in LTC Advocacy
 - Engagement of LTC Stakeholders
 - New Legislations and Regulations to support LTC System Change
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Deliverables

Phase I: Policy Recommendations to Detroit Delegation (February 09):

- Improving access to long term care through LTC education, ADRC development and other strategies
 - Business and economic development recommendations regarding how government and private industry can support nursing care facilities
 - Legislative blue-backs that can be submitted to State Legislature to support system reform
 - Revisions in regulations regarding the management of nursing care facilities
 - Improving health care access of adults with disabilities and older persons
 - Developing strategies to support independent living service options such as Section 8, assisted living, transitional housing and home modifications
 - Oversight and Input on Training
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Deliverables

Phase II: LTC System Change Strategy Development (2/09-9/09)

- Improve accessibility to long term care options
 - Business and economic development plan for nursing care facilities
 - Development of Legislative blue-backs to change legislation and regulations along with revisions in administrative rules to support system change
 - Engagement of consumers and stakeholders in LTC reform and provision of LTC services with emphasis on nursing home care
 - Development of Nursing Home Report Card to improve nursing home management
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Deliverables

Phase II Continued:

- Development of strategies to improve independent living by making affordable, suitable and accessible options available
 - Provision of enhanced training of LTC professionals in nursing home and community settings
 - Adoption of strategies to improve access to health care
 - Improvement in the quality of long term care services
 - Training of nursing home owners, staff and direct care workers
 - Final Report
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Media/Advocacy Campaign

These are some of the activities that may be involved in the Long Term Care Advocacy Campaign:

- Press Releases and Press Conferences
 - Re-Branding of Long Term Care
 - Development and distribution of fact sheets
 - Development of media kits
 - Meetings – News Media/Editorial Boards
 - Distribution of Research Findings – Synopsis with or without policy recommendations
 - Photo Gallery
 - Publicity – Special Events
 - Assist with special events planning
 - Feature Stories - Senior Solution Radio Show, Michigan Chronicle, Generations and Other Publications
 - Maintenance of Information on DAAA Website
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Meeting Process

- **Step 1:** Chair or Co-Chair schedules Task Force or Subcommittee meetings with help of Subcommittee Facilitator
 - **Step 2:** Support Staff identifies location for meetings in advance along with map and directions; orders refreshments
 - **Step 3:** Facilitator drafts Agenda, Notice and any needed materials with assistance of Support Staff
 - **Step 4:** Staff Support makes sure meeting minutes are prepared 48-72 hours of the meeting
 - **Step 5:** Subcommittee Facilitator gets approval on agenda, meeting minutes and handouts via the Vice President of Planning & Special Projects and Task Force Facilitator
 - **Step 6:** Each Subcommittee Facilitator uses meeting minutes and prepares Subcommittee Report for Subcommittee Chair and Leadership/Steering Committee Meetings
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Meeting Process (Cont'd)

- **Step 7:** Meeting notice, agenda and meeting minutes mailed out by Staff Support two weeks in advance. Any controversial issues taken to CEO for final approval
 - **Step 8:** Subcommittee Chair(s) convene meetings to research best practices and research findings. Meetings attended by members, facilitators, and staff supporters
 - **Step 9:** Subcommittees gather information by focus groups, surveys or other means. Provide updates to Leadership & Steering Committee and LTC System Change Task Force
 - **Step 10:** Subcommittees develop Phase I and Phase II recommendations to support legislation and system change in assigned policy areas
 - **Step 11:** Leadership/Steering Committee approves recommendations and strategies that support LTC system changes
 - **Step 12:** Long Term Care System Change Task Force presents policy recommendations to Detroit Legislators
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Role of Task Force Facilitator

- **Development and Approval of LTC System Change Task Force Process and Activities**
 - **Development of Resource Manual**
 - **Communication of Changes on Master Calendar, Work Plan/Time Line**
 - **Coordination of LTC Task Force and Leadership/Steering Committee Meetings**
 - **Facilitation/Troubleshooter for Subcommittee**
 - **Reviewer of Meeting Minutes**
 - **Distribution of User-Friendly Final Report and Research Data Findings**
 - **Media Campaign Support**
 - **Special Events Planning**
 - **Incorporation of strategies into Strategic and Multi-Year Area Plans**
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Role of Detroit LTCTask Force/ Leadership & Steering Committee

- Coordination of Process
 - Review of Subcommittee Reports
 - Coordination of Subcommittee Efforts to Avoid Duplication of Effort
 - Observance of Time Line
 - Oversight of Final Report Development
 - Approval of Policy Recommendations
 - Review of Research Findings
 - Task Force-Wide Special Events Planning
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Role of Subcommittee Facilitators

- **Work with Chairs/Co-Chairs to Schedule, Convene Subcommittee Meetings**
 - **Finalize Work Plan and Time Line**
 - **Prepare Agenda, Meeting Notice and Handouts for meeting**
 - **Line Up Speakers, Site Visits, and other fact finding for Subcommittee**
 - **Work with clerical support to review meeting minutes, prepare agenda and notices**
 - **Prepare Policy Recommendations**
 - **Prepare Subcommittee Reports for Full Task Force and DAAA Board**
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Role of Subcommittee Chairs & Co-Chairs

- Work with Staff Facilitator to schedule, convene and run subcommittee meetings
 - Observance of Time Lines and Work Plans
 - Community Input – Focus Groups or Forums
 - Review of Best Practices & Other Data
 - Policy Recommendations
 - Development of Strategies for LTC System Change in Assigned Areas
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Role of Support Staff

- **Schedule place for meetings on appropriate dates**
 - **Prepare meeting minutes**
 - **Order refreshments and needed equipment**
 - **Set up for scheduled meetings**
 - **Prepare meeting packets**
 - **Record meeting minutes, prepare minutes and get them approved**
 - **Mail and/or email meeting notices**
 - **Clean up after meetings**
 - **Assist in preparation of other materials for meetings or special events**
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Role of Contracted Researchers

- **Prepare research data by specified deadlines**
 - **Make required revisions**
 - **Present data to the LTC Task Force or subcommittees**
 - **Serve as Chair, Co-chair and/or expert for assigned subject area**
 - **Provide support in development of final report and other deliverables**
 - **Develop visually appealing and user-friendly reports**
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Importance of Communication

- **Internal Communications**
 - **Executive Staff Meetings**
 - **Departmental/Divisional Meetings**
 - **DAAA Website**
 - **Demographics and Research**
 - **Password Protected Website Page**
 - **User Name: Task Force**
 - **Password: ta5kf0rc3**
 - **Central Electronic File**
 - **Specifications for File Names (091108 – 9/10/09 Access Meeting Notes**
 - **Location of LTC Task Force Electronic File – G:\LTC Task Force (User Access Required)**
 - **External Communications**
 - **Distribution of Research Findings**
 - **Email Alerts**
 - **LTC Summits, Focus Groups, Legislative Policy Forums, Round Table Series**
 - **New Releases & Press Conferences**
 - **Meetings with Community Stakeholder Groups**
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Board, Task Force & Program Reporting

- Prepare subcommittee updates to the Assigned Committee and Task Force
 - Seek approval by Vice President of Planning & Special Projects and Task Force Facilitator
 - Submit document for Central Electronic File and Website
 - Assist staff in preparation of sections of program reports to MDCH
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Conclusions

- Long Term Care System Change is critical in light of aging and growth of baby boomers
 - Involvement of consumers and community stakeholders is important
 - Process includes completed and ongoing research as well as some implementation
 - Internal and external communications is key
 - Everyone within the agency must play a key role in planning and implementation
 - Media campaign and advocacy can make a difference
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