Hartman's Nursing Assistant Care Long Term Care and Home Care 3rd edition Hartman Publishing Test Bank

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Instructor's Guide for Hartman's Nursing Assistant Care

Long-Term Care and Home Care

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Notice to Readers

Though the guidelines and procedures contained in this text are based on consultations with healthcare professionals, they should not be considered absolute recommendations. The instructor and readers should follow employer, local, state, and federal guidelines concerning healthcare practices. These guidelines change, and it is the reader's responsibility to be aware of these changes and of the policies and procedures of her or his healthcare facility.

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Preface

Welcome to the instructor's guide for *Hartman's Nursing Assistant Care: Long-Term Care and Home Care*! We want to be your teaching partner, and we have tried to make this the most useful instructor's guide we have ever written. If you have suggestions for improving it, please let us know. If you teach topics not covered in the book, call us and we will do something about it!

Like the textbook and the workbook, the instructor's guide is organized around learning objectives, which should make teaching the material much simpler. We have included the textbook and workbook page numbers to make it easier for you to assign readings and exercises to your students.

Appendix A contains all of the transparency masters that we have created for this course, and Appendix B contains the handouts. There are exams for all chapters located in Appendix C. Appendix D contains the answers for each chapter's exams. Appendix E contains a second set of chapter exams for each chapter, and Appendix F has the answers to those exams. Appendix G contains a final exam and Appendix H has the answers to that exam. Appendix I contains a shorter, additional final exam, and Appendix J contains the answers to that exam. Appendix K contains the workbook answer key and the answer key for the chapter exam. Appendix L contains the answers to the chapter review questions.

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This instructor's guide, along with additional exams, critical thinking questions, and other teaching material, is available at no charge for registered users at Hartman Publishing's instructor's website: instructors.hartmanonline.com.

We hope you find this guide helpful, thorough, and engaging. Call us with your feedback and suggestions! We would love to hear from you.

Happy teaching!

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1
Understanding Healthcare Settings

1. Discuss the structure of the healthcare system and describe ways it is changing
2. Describe a typical long-term care facility
3. Describe residents who live in long-term care facilities
4. Explain policies and procedures
5. Describe the long-term care survey process
6. Explain Medicare and Medicaid
7. Discuss the terms *culture change and person-centered care*

Supplemental Tools

TRANSPARENCY 1-1 TRADITIONAL HEALTHCARE SYSTEM

TRANSPARENCY 1-2 RESIDENTS IN LTC FACILITIES

TRANSPARENCY 1-3 FACTS ABOUT MEDICARE AND MEDICAID

CHAPTER 1: EXAM

Assignments

TEXTBOOK READING: PP. 1-8

WORKBOOK EXERCISES: PP. 1-4

Overview of Teaching Strategies

The purpose of the teaching strategy for this chapter is to describe various healthcare settings, with an emphasis on long-term care. Students will learn how LTC is paid for and will be introduced to the types of residents for whom they will care.

1. Discuss the structure of the healthcare system and describe ways it is changing

Meeting the Learning Objective

TEXTBOOK PP. 1-4

WORKBOOK PP. 1-2

Lecture

Define the following terms:

- Providers
- Facilities
- Payers
- Long-term care (LTC)
- Skilled care
- Length of stay
- Terminal illness
- Chronic
- Home health care
- Diagnoses
- Assisted living
- Dementia
- Adult day services
- Acute care
- Subacute care
- Outpatient care
- Rehabilitation
- Hospice care
- Managed care
- Health maintenance organizations (HMOs)
- Preferred provider organizations (PPOs)

Display Transparency

1-1 TRADITIONAL HEALTHCARE SYSTEM

Discuss the evolution of health care, using this transparency or creating one of your own as part of the lecture. Emphasize major changes in the healthcare system:

- Increased use of expensive technology
- Rising costs of health care
- New ways to control costs of care

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2. Describe a typical long-term care facility

Meeting the Learning Objective

TEXTBOOK P. 4

WORKBOOK P. 2

Lecture

Define the following terms:

- Activities of daily living (ADLs)
- Catheters

Discuss different models of LTC facilities, including those for residents with dementia and assisted living wings. Review services that facilities offer.

3. Describe residents who live in long-term care facilities

Meeting the Learning Objective

TEXTBOOK PP. 4-5

WORKBOOK P. 3

Display Transparency

1-2 RESIDENTS IN LTC FACILITIES

Discuss these facts about residents in long-term care facilities in the U.S.:

- 84.9% are over 65
- 67% are female
- More than 76% are white and non-Hispanic
- About 1/3 come from a private residence
- Over 50% come from a hospital or other facility
- As many as 90% have dementia

Discuss length of stay and the reasons residents with different lengths of stay might be in an LTC facility.

Residents with a length of stay of six months or more:

- Over 2/3 of residents
- Require 24-hour care
- Did not have caregivers available to give enough care at home
- Group with longest average is made up of people with developmental disabilities

Residents with a length of stay of less than six months:

- May be admitted for terminal care (will die in facility)
- May be admitted for rehabilitation or temporary illness (will recover and return to community)

Stress that different reasons for being in a facility will require different kinds of care.

Note that many residents in LTC lack outside support, and stress the importance of caring for the whole person.

4. Explain policies and procedures

Meeting the Learning Objective

TEXTBOOK PP. 5-6

WORKBOOK P. 3

Lecture

Define the following terms:

- Policy
- Procedure

Discuss common policies and procedures in facilities:

- All resident information is confidential.
- Resident's care plan must be followed.
- NAs only perform tasks in job descriptions.
- NAs report to nurse.
- NAs should not discuss personal problems with residents or families.
- NAs should not take money or gifts from residents or families.
- NAs must be on time and dependable.

Encourage students to ask questions about policies and procedures and to review the procedure manual when they are unsure about care.

5. Describe the long-term care survey process

Meeting the Learning Objective

TEXTBOOK PP. 6

WORKBOOK P. 3

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Lecture
Define the following terms:

- Cite
- Joint Commission

Discuss how surveyors study residents' care and how well their needs are being met:

- Interview residents and their families
- Observe staff interactions with residents and care given
- Review residents' charts
- Observe residents' meals

Emphasize that NAs should tell the truth when asked questions by surveyors. They should not guess if they do not know the answer.

Point out to students that surveys conducted by the Joint Commission are not affiliated with state inspections and that facilities participate in Joint Commission surveys on a voluntary basis.

Optional Learning Activity
If teaching in an LTCF, show students the last survey and discuss the areas listed on the survey.

6. Explain Medicare and Medicaid

Meeting the Learning Objective

TEXTBOOK P. 6-7

WORKBOOK P. 3

Lecture
Define the following terms:

- Centers for Medicare & Medicaid Services (CMS)
- Medicare
- Medicaid

Display Transparency

1-3 FACTS ABOUT MEDICARE AND MEDICAID

Describe Medicare coverage:

- For those 65 or older or anyone who has permanent kidney failure and/or certain disabilities
- Part A helps pay for care in a hospital or skilled nursing facility or for care from a home health agency or hospice.
- Part B helps pay for doctor services and other medical services and equipment.
- Part C allows private health insurance companies to provide Medicare benefits.
- Part D helps pay for medications prescribed for treatment.

Describe facts about Medicaid:

- Funded by both federal government and each state
- Eligibility determined by income and special circumstances
- People must qualify for Medicaid

Describe long-term care coverage under Medicare and Medicaid:

- Pays LTC facilities a fixed amount for services
- Services are based on the resident's needs upon admission and throughout facility stay

7. Discuss the terms *culture change* and *person-centered care*

Meeting the Learning Objective

TEXTBOOK P. 7

WORKBOOK P. 4

Lecture
Define the following terms:

- Culture change
- Person-centered care

Discuss the core values of culture change:

- Choice
- Dignity
- Respect
- Self-determination
- Purposeful living

Describe person-centered care:

- Emphasizes individuality of person who needs care
- Each person's background, culture, language, beliefs, and traditions are respected
- Improving each resident's quality of life is an important goal

Activity
As a class project, ask students to write a report on either the Pioneer Network or the Eden Alternative. They can include their own opinions on how care

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might be changed to reflect the person's individual psychosocial needs.

Chapter Review

Exam

DISTRIBUTE CHAPTER 1: EXAM (APPENDIX C)

Allow students enough time to finish the test. See Appendix D for answers to the chapter exams. Appendices E and F contain a second set of chapter exams and an answer key for those exams if needed.

Chapter Review Questions

DISTRIBUTE APPENDIX L, CHAPTER 1

The answers to the chapter review questions are located below and are also listed in Appendix L. You may print and distribute the answers to review them with students or have students review the answers on their own.

1. Long-term care (LTC) is given in long-term care facilities (LTCF) for people who need 24-hour, skilled care. This type of care is given to people who need a high level of care for ongoing conditions.
2. Home health care is care provided in a person's home for people who are older and are chronically ill, but who are able to and wish to remain at home. Home care may also be needed when a person is weak after a recent hospital stay.
3. Answers include the following:
   - Assisted living facilities are residences for people who need some help with daily care, such as showering, meals, and dressing. Help with medications may also be given. People who live in these facilities do not need 24-hour skilled care, and they are relatively independent.
   - Adult day services are for people who need some assistance and supervision during certain hours, but who do not live in the facility where care is provided. Generally, adult day services are for people who need some help but are not seriously ill or disabled.
   - Acute care is 24-hour skilled care given in hospitals and ambulatory surgical centers for people who require short-term, immediate care for illnesses or injuries. People are also admitted for short stays for surgery.
   - Subacute care is care given in hospitals or long-term care facilities. It is used for people who need less care than for an acute (sudden onset, short-term) illness, but more care than for a chronic (long-term) illness.
   - Outpatient care is usually given to people who have had treatments, procedures, or surgeries and need short-term skilled care.
   - Rehabilitation is care given by specialists. Physical, occupational, and speech therapists help restore or improve function after an illness or injury.
   - Hospice care is given in facilities or homes for people who have approximately six months or less to live. Hospice workers give physical and emotional care and comfort until a person dies, while also supporting families.
4. Answers include the following:
   - Assisted living housing
   - Dementia care
   - Subacute care
   - Personal care
   - Physical, occupational, and speech therapy
   - Wound care
   - Care of different types of tubes, including catheters
   - Nutrition therapy
   - Management of chronic diseases
5. Women
6. Terminal care and rehabilitation or temporary illness
7. Answers include the following:
   - All resident information must remain confidential.
   - The plan of care must always be followed.
   - Nursing assistants should not do tasks that are not included in the job description.
   - Nursing assistants must report important events or changes in residents to a nurse.
   - Nursing assistants should not discuss personal problems with residents or their families.
   - Nursing assistants should not take money or gifts from residents or their families.
   - Nursing assistants must be on time for work and must be dependable.

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8. They study how well staff care for residents, focusing on how residents' nutritional, physical, social, emotional, and spiritual needs are being met. They interview residents and their families and observe staff's interactions with residents and the care given. They review resident charts and observe meals.

9. Medicare insurance covers people aged 65 and older. It also covers people of any age with permanent kidney failure or certain disabilities.

10. Person-centered care is care that emphasizes the individuality of the person who needs care, and recognizes and develops his or her capabilities. Person-centered care revolves around the resident and promotes his or her individual preferences, choices, dignity, and interests. Each person's background, culture, language, beliefs, and traditions are respected.

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