

American Health Care Professionals Newsletter



Joint Commission on Accreditation of Healthcare Organizations



Select Data will be conducting training for the **NEW OASIS FORMS TRAINING**



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The Vision and Mission of American Health Care Professionals (AHCP):

AMERICAN HEALTH CARE PROFESSIONALS WAS ESTABLISHED WITH ONE GOAL IN MIND: *TO PROVIDE COMPASSIONATE, HIGH-QUALITY, SAFE, AFFORDABLE HOME HEALTH CARE TO THOSE IN NEED.*

Session 1: 2010 SmartScribe OASIS -C

- Changes; Additions, Deletions, New Matrixes
 - Process Process Process: New tools to assist clinicians
 - Using the new SmartScribe OASIS Data Set: RFA 1/3 with CM 1, 2, 3, and CarePlans for SN (copy to attendees)
- BRIEF overview of RFA 4/5 Recertification Follow up/Other Follow up, RFA6/7 Transfer to an Inpatient Facility (not discharged or discharged from the agency, RFA 8 Death at Home, and RFA9 Discharge Assessment, plus process tools will have screen shots in the PowerPoint

Session I

November 10, 2009 Tuesday

- A) 1pm - 3pm for **RN'S** or
- B) 4pm - 6pm for **RN's**

November 16, 2009 Monday

- A) 12pm - 2pm for **THERAPISTS** or
- B) 5pm - 7pm for **THERAPISTS**

November 19, 2009 Thursday

- A) 12pm - 2pm for **RN's** or
- B) 5pm - 7pm for **THERAPISTS**

November 20, 2009 Friday

- A) 12pm - 2pm for **RN's** or
- B) 5pm - 7pm for **RN's**

Session 2: 2010 SmartScribe OASIS-C

- Participants will have RFA 4/5, RFA 6/ 7, RFA 8, and RFA 9 with training re use of the tools
- Specific comments regarding Process items and CMS changes
- Review of new process tools added by Select Data such as use of the Tinetti available for RN use

Session II

December 1, 2009 Tuesday

- A) 7am - 9am for **RN's** or
- B) 12pm - 2pm for **THERAPISTS**

December 2, 2009 Wednesday

- A) 8am - 10am for **THERAPISTS** or
- B) 11am - 1pm for **RN**

December 14, 2009 Monday

- A) 10am - 12pm for **RN's**

Meals will be provided

Please contact the office and let us know which group you planning on attending so we can get a head count. Each nurse and therapist only needs to attend 1 time frames per session.



Body Mechanics In-Service with Jocelyn Owens

MANDATORY FOR ALL EMPLOYEES

November 4, 2009 from 12pm - 1pm

November 18, 2009 from 12pm - 1pm

Lunch will be provided, please inform the office if you are unable to make it

Billing, Payroll, OASIS & Select Data Issues: Beatriz Arroyave & Jocelyne Spellman

Medical Supplies

When ordering medical supplies for a client please do not order more than what you will need for while you're providing care.

Keep your eyes open for an upcoming medical supply in-service

Please notify Jocelyne if you notice supply are low.



Corrections on documentation

Keep in mind that if corrections need to be made on documentation or if visits are out of the care-plan/authorization, it will be held for payroll until corrections are made.

Thank you!!

Thank you all so much for all your very hard work.

There has been a lot of changes and will continue to be a lot of changes with the New Oasis' coming out and such and all of you have been just wonderful with adjusting and doing whatever you need to do to get the work done and we just want to express our appreciation to you and say you are all a group of a great workers and we are blessed to have you apart of the team!!

“ You're a Gift”

“Oh, it's a Lladro ... I am so excited.” More than once I have embarrassed myself when opening a gift, assuming the item inside was the same as on the box. Why not a toaster on the box and diamonds inside? Oh no, but where did the Lladro box come from anyway?

The Christmas season comes wrapped in tinsel and bows, bright lights and song, Christmas pageants are about the greatest gift ever given. Our Savior, our example, our redeemer. And joyous it is! But, in our heart of hearts, are we celebrating His life or our own

lives? Our holiday customs or His birth? He gave; what can we give?

It was a family Christmas party and excitement ran high as we brought out our gifts-a white elephant exchange. Packages exquisitely wrapped sat beside gift bags contents unseen. Then fun began as we progressed through the drawing of names and gift choices. Our rule was that you can take something from someone else or an unwrapped package. Over and over again, people would choose the roll of gray duck tape. That would seem odd

By Becki Enis

except for the sentiment it held, in that my dad, who had passed away that year, thought the world's problems could be solved with gray duck tape. On that day, it represented him.

So, what can you give? One of the most valuable gifts of all-YOU! Give a little time to a lonely person, bake a sugar-free cake for a diabetic friend, and write a note of appreciation to our employer, husband, child or friend. By being genuinely interested in others, you are a gift.

*“My little children,
let us not love in
word, neither in
tongue; but in deed
and in truth”*

1 John 3:18

Staffing Dept

Attention All Clinicians:

Documentation:

As a clinician you are responsible for making sure that all documents are completed on the correct forms. Please be sure that any old 2008 forms have been thrown out. We will be receiving new forms for 2010, so it's very important that you pay attention to



that. There has been a great improvement on the timeliness of paperwork being sent into the office. We would like to thank you all for being compliant with your papers. Keep up the good work!

Coordination of care:

All clinicians are to be advised that communication is a must. When you have

opened, discharged, resumed, recerted, and/or transferred a patient, it is your responsibility as the clinician to contact the agency and also any other clinicians that may be in on the case. We need to be sure that we are keeping in contact with each other as well as with the patients. Please let the agency know

Tja Fort



Quality Improvement Issues



Mary Kay and Kei

Hi Everyone,
 Some quick reminders:

- If you missed a visit (on your Care Plan) please turn in a clinical note and a physician's order (so we can fax and inform the doctor) stating the reason for the missed visit.
- Recently, some of you have not filled in the Physi-

cians Order completely. Be sure to check everything that applies and fill in the appropriate blanks--frequency/duration--this needs to match with your care plan.

Thank you for your help!!

PS Remember all documentation needs to be turned into the office within 48\72 hours.

The Innovations Team Meeting is rescheduled to **November 12, 2009**, 12pm - 1pm, instead of Thursday, November 5.

Please arrive early for lunch and we'll start the meeting promptly at noon. Apologies for any inconvenience caused by the change.

See you on November 12, 2009.



UPCOMING MEETINGS AND EVENTS

Please mark these dates on your calendar :

Morning Prayer: Every Morning (all AHCP staff invited).

Staff Meeting: Every Wednesday at 11am-12noon.



Innovative Team: Headed by Kekelwa Nyaywa

Meeting November 12, 2009
12-1pm * Lunch will be provided

Thanksgiving Day -
November 26, 2009 - Office Closed

Body Mechanics In-Service:
November 4 & 18th
from 12pm - 1pm

Select Data Oasis Training:
November 10 - December 14
See front page for details

FREE Flu Shots are be given at AHCP in the Vienna office for all clinicians. Please contact office to arrange for your shot.



Staffing Dept

cont...

rather you are comfortable with each discipline assigned to the case having a contact number for you. This will better improve communication for coordination of care.

Schedules:

Please be sure that you are turning in your schedules on a weekly basis. Schedules are to be due in on Fridays by 1pm. You can fax, email, mail, and/or drop off your schedules into the office. We

will update that schedule one admissions come in that you have accepted.

Attached is a schedule template you may choose to use it or make corrections on the schedule that you receive from the office to turn that in.

In-service:

It's very important that each clinician is up to date with their 12 hours of

yearly in-servicing. These in-services do not have to be within the agency. If you have taken classes at another facility, or have sat in on any seminars you may bring in a copy of that in-servicing and get credit for it. Please be sure that you are checking the newsletter each payroll for updates on any upcoming in-services, trainings, and/or meetings.

Wednesday	Thursday	Friday
<p>Opening Keynote</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p>	<p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p>	<p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p> <p>ABC100 - Software - 2 Business Development Solutions for BSA, Staff and QI Central 3</p>

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American Health Care Professionals (AHCP), a division of the American Health Home Care Group, Inc., was established in 1995 in the State of Virginia. AHCP is one of the leading providers of comprehensive home health care services in the Northern Virginia area. AHCP participates in Medicare / Medicaid, commercial insurance, private pay, and personal care waiver.

AHCP is a single source for skilled nursing, physical, occupational, speech and social work, disease management education, help with daily living activities, as well as other therapies and services.

A CHRISTIAN COMPANY GUIDED BY CHRISTIAN PRINCIPLES.

For further information, please contact Clishia Taylor RN, MBA - Administrator ext. 204

EMPLOYEE OF THE MONTH (November 2009)



American Health Care Professionals would like to recognize

Diana Gutierrez, HHA

for being voted as Employee of the Month for November 2009.

Diana is a Home Health Aide

and has been outstanding in the care she provides to our clients.