

101. Definitions

For the purpose of this regulation, the following definitions shall apply:

NN. Interdisciplinary Team. A group designated by the facility to provide or supervise care, treatment, and services provided by the facility. The group normally includes the following persons: a registered nurse, dietary, social services, direct care staff members, nurse aides, and activity professionals.

1005. Social Services

A. Social services for residents shall be provided by the facility. When a facility provides social services directly, there shall be a staff member designated in writing who is responsible for the program and provides the leadership and direction of the program, including the maintenance of any required records.

B. Social service history shall be obtained and documented for each resident. This history shall include social and emotional factors related to the resident's condition, information concerning home situation, financial resources and relationships with other people. The social history shall be obtained within seven (7) business days of admission. The social service history shall be utilized in the preparation of the ICP and maintained current in terms of changes in financial resources, physical condition, mental state or family situation.

C. Services shall be provided to assist all residents in addressing social, emotional and related problems or through effective arrangements with a social service agency.

D. The social services staff shall participate in discharge planning to assist residents to access inpatient, outpatient, extended care, and home health services in the community.

G. Medical Records

(2) Contents

Adequate and complete medical records shall be maintained for each resident. All entries shall be legibly written in ink or typed, dated and signed. If an entry is signed on a date other than the date it was made, the date of the signature shall also be entered. Although the use of initials in lieu of licensed nurses' signatures is not encouraged, initials will be acceptable provided such initials can be readily identified by signature on each sheet on which the initials are used, or by signature on a master list which is maintained in the record at all times. (II) A minimum medical record shall include the following:

(g) Social Services: A social history, psycho-social assessment, care plan and progress notes shall be documented and updated as necessary.

M. Social Services

(1) Social Services

Services shall be provided to assist all residents in dealing with social, emotional and related problems through one or more caseworkers on the staff of the facility or through effective arrangements with a social service agency staffed by persons with experience and training in social work.

(a) The facility shall have a well-defined written plan for providing social services for the residents. This shall include the policies and procedures for providing the services and a job description for the designated social service staff member.

(b) If social services are provided through arrangements with a social service agency, there must be a written agreement between the facility and the agency setting forth the responsibilities of each. The agreement must insure that the agency provides social services adequate to assist all

residents in the facility in dealing with social, emotional and related problems. The agency must furnish current written social evaluations and plans for meeting social needs for each resident admitted to the facility. Written reports of recommendations and of services rendered must be provided the facility by the agency.

(c) Social service history shall be secured and recorded concerning each resident. This history should include social, emotional factors related to the resident's condition, information concerning home situation, financial resources and relationships with other people. Preferably, the pertinent social history should be obtained before or during admission. The plan for meeting the resident's needs shall be developed shortly after admission in collaboration with the resident, relatives, physician, nurses and other appropriate persons. The social service history and plan must be kept current in terms of changes in financial resources, physical condition, mental state or family situation.

(d) Social service information is confidential and is maintained in the medical record. Policies and procedures must insure that the social information is available to only those professional personnel who need it in order to provide better care for the resident. If a social service agency outside the facility provides the service, the social information is still maintained in the facility's medical record.

SECTION 40-35-20. Definitions.

As used in this chapter:

(10) "Practical experience in nursing home administration" means a minimum of thirty-six hours per week employment under the on-site supervision of a licensed nursing home administrator in a state licensed nursing home, and in the case of a beginning administrator, this includes providing, for a minimum of six months, supervision in at least two of these areas:

(b) a direct patient-care service including, but not limited to, nursing, physical therapy, occupational therapy, speech therapy, chaplaincy, social work, or activities;