

*2023 Spring Conference*

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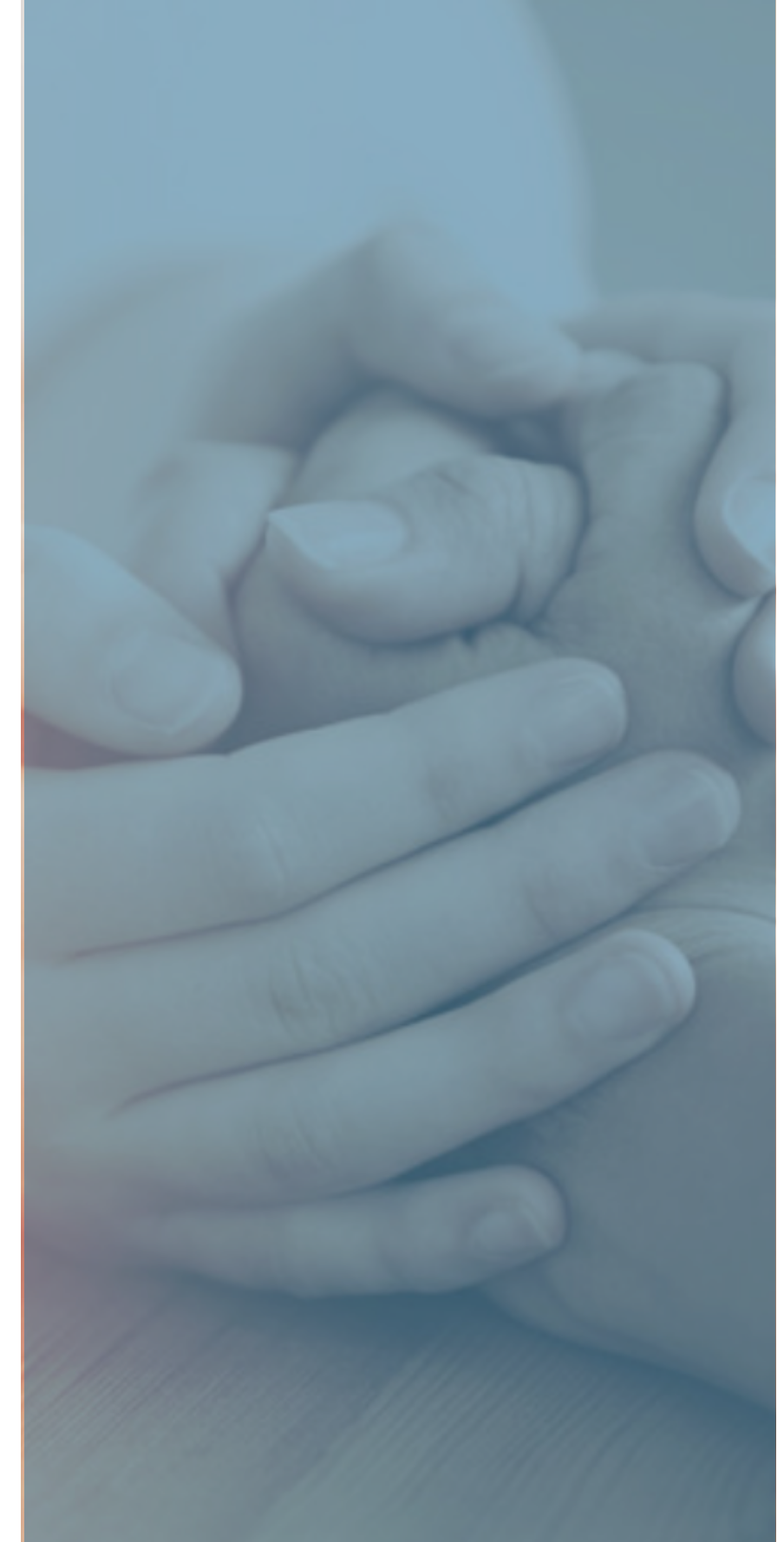
## **Long-Term Care Foundation**

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of Washington State

The Long-Term Care Foundation  
& The Adult Family Home Training Network

# **Onward Together with You**



The Long-Term Care Foundation

# Learning Objectives

Today's Presentation Agenda

**01** Who We Are

**02** Where We've Been

**03** Where We're Going

**04** How We Will Serve & Support You in New Ways

**05** How to Access Our Programs & Resources



## Our Team



Bob Le Roy  
Executive Director



## Our Team



Shereice Brown  
Workforce Development Manager



## Our Team



Zenaida Almodovar  
Workforce Development Specialist



## Our Team



Tiffany Kalegi  
Workforce Development Specialist



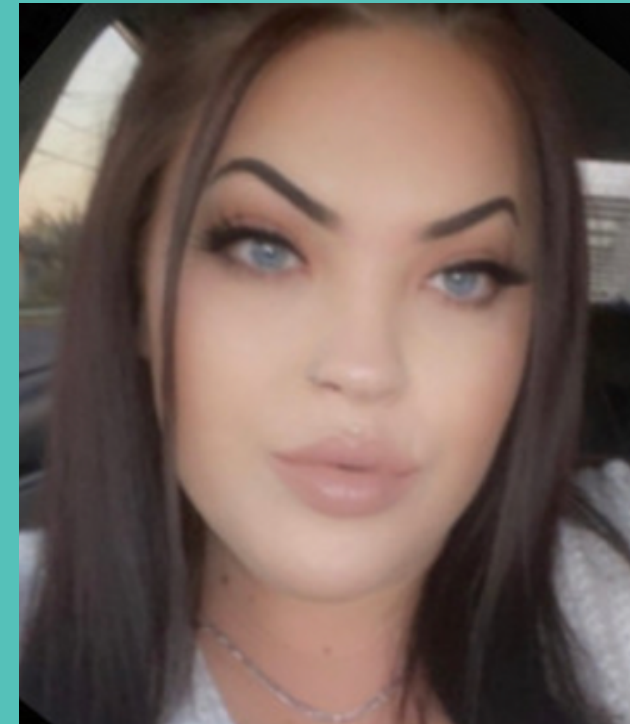
## Our Team



Jessica Griffin  
Communication & Administrative Specialist



## Our Team



Cassheina Penfield  
Recruitment Specialist





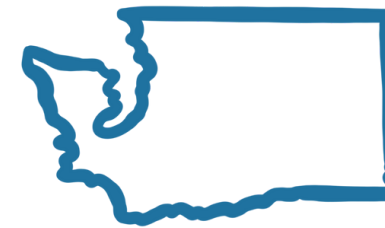
## Our Team



Doris Elkins  
Finance & Accounting Coordinator

## Our Mission

To improve and develop access to high-quality long-term care services through public awareness, community connections, and a well-supported long-term care workforce.



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**Long-Term Care Foundation**

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of Washington State

## Our Work: An Overview

As your **partner in workforce development**, we provide:

- Ongoing **human resources education, guidance, and support**, as well as **assistance in recruiting and training** additional caregivers
- **Funding** to create and develop new long-term care workers
- **Data** to inform the elevation and improvement of processes, procedures, and regulations

## Our History

**Senate Bill 5672**, enacted in 2019, required the state to develop an **Adult Family Home Training Network** defined in law as:

"A nonprofit organization established by the exclusive bargaining representative of adult family homes designated under RCW 41.56.029 with the capacity to provide training, workforce development, and other services to adult family homes"



## Our History

**Senate Bill 5672** further directed that the parties to the collective bargaining agreement negotiate a **Memorandum of Understanding** to provide for contributions to the Network of a portion of a **training benefit** negotiated every two years as part of the collective bargaining process.





We operate under the terms of a **vendor contract** negotiated with DSHS which determines:

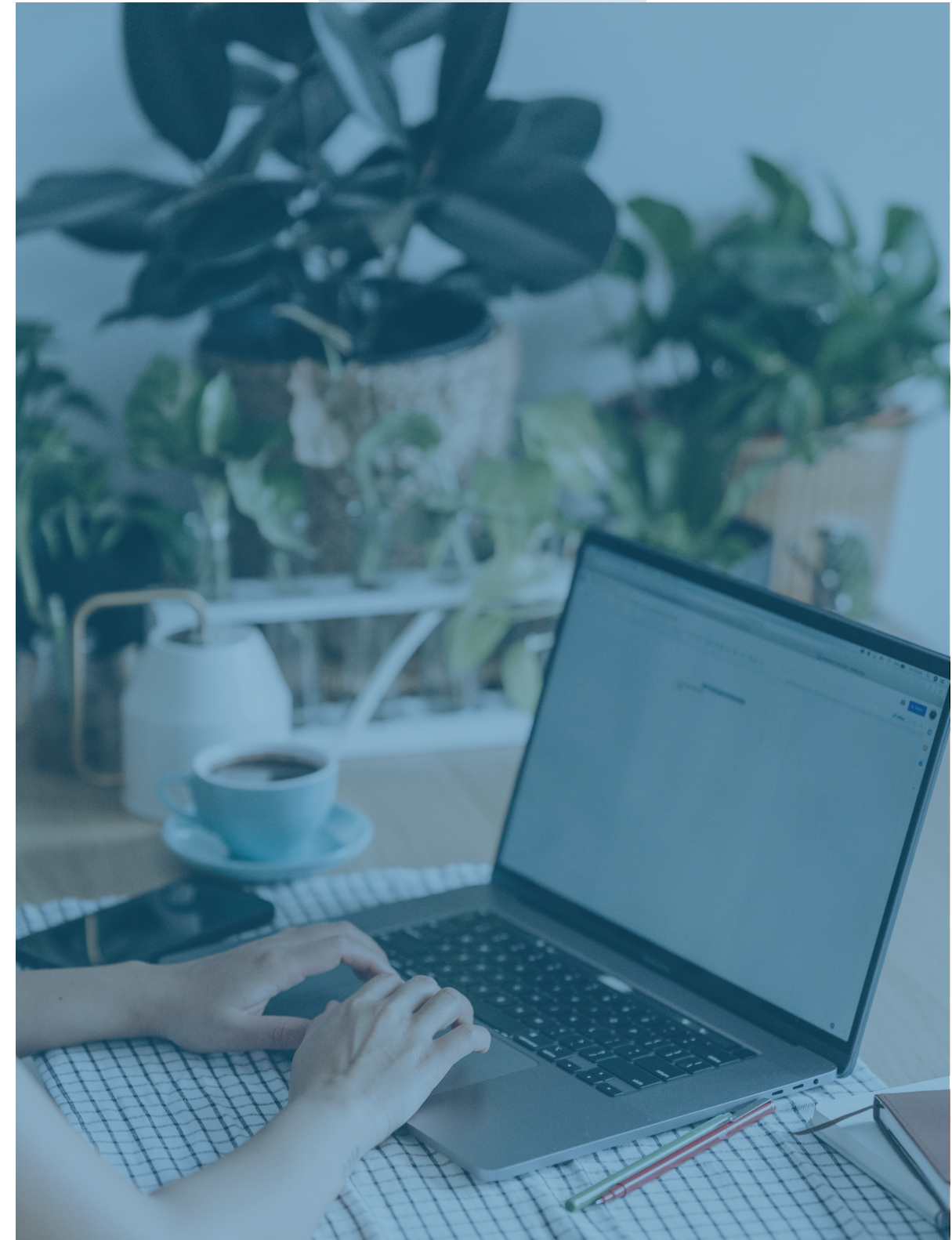
- How funds are allocated to us
- Our measures of accountability (deliverables)

Our new two-year vendor contract will take effect July 1, 2023

# Increasing Awareness of Our Mission and Work

## Multi-Platform Communication

- Website
- Social Media (Facebook)
- Emails
- Mailers
- Online Surveys
- Webinars
- Annual Impact Report



# Website Resources

[www.longtermcarefoundationwa.org](http://www.longtermcarefoundationwa.org)

- About Us
- Events
- Resources
  - Webinar Slides
  - Frequently Asked Questions
  - Employee Handbook
  - Survey Results
- Pilot Program
  - Training Network Application
- Training Partners



[Home](#) [About](#) [Events](#) [Pilot Program](#) [Training](#) [Resources](#) [Board of Directors](#) [Contact](#)

## Our Mission

To improve and develop access to high-quality long-term care services through public awareness, community connections, and a well-supported long-term care workforce.

[Read More](#)

## The Adult Family Home Training Network

The Long-Term Care Foundation is a 501(c)(3) organization committed to improving and developing access to high-quality, long-term care services.

This is accomplished through:



public awareness



community connections



a well-supported  
long-term care workforce



# Stakeholder Engagement Activities

- AFH Council Chapter Meetings
- AFH Council Spring & Fall Conferences
- Webinars
- Conferences & Events
- Tribal Summits & Meetings
- Opportunities with Partner Organizations (ex: Senior Lobby)





# Online Training Opportunities

## HR Best Practices Series

- Best Practices Overview
- Employee Handbook
- Pilot Program Overview
- Performance Management, Discipline, and Termination
- Recruiting, Hiring, Onboarding, and Retention

# The Training Network



Through the **Training Network** (formerly Pilot Program), we help assist eligible adult family homes recruit, train, and retain new qualified long-term care workers.

Through the Training Network, we provide a **sponsorship benefit** to cover the cost of the training necessary for caregivers in adult family homes to become certified long-term care workers as well as opportunities to further long-term care worker development.

# The Training Network



Through the Training Network, we also reimburse providers via a **stipend** to ensure individuals they sponsor are paid while completing the HCA or CNA training and certification process.

## Benefits Provided

Once a sponsored individual (student) has selected and been enrolled by the LTCF in a qualifying training offered by a DSHS- or NCQAC- approved community instructor, the LTCF will approve and arrange for direct billing of the tuition and related cost.

The sponsoring adult family home (provider) will pay the student an hourly rate for attending the qualifying training (HCA or CNA). Upon the student's successful completion of the training, the provider will let the LTCF know.

## Reimbursement Policy

The provider can let the LTCF know once a student's training is complete. Once we can verify training is complete and the DOH application has been submitted, we can begin the reimbursement process.

The LTCF reimburses the provider for completion of training hours as well as the application and testing fees if the student was working at the AFH during this time, or if the student was taking the training on their own time with no interruption of work time.



## Reimbursement Policy

We will send a copy of the reimbursement invoice to the provider and to the student to verify the hours, address, and amounts are correct. On the invoice, they will see that the reimbursement rate is \$20 per hour.

Once the provider approves the invoice, we can mail a check to the home, and the funds may be applied as appropriate.

Trainings that qualify for reimbursement:

- HCA + applications and testing fees
- CNA + applications and testing fees



# The Training Network



## Eligibility

- Only **Medicaid-contracted** adult family homes are eligible to participate in the Training Network
- Eligible adult family homes can apply to receive benefits under this program to cover the **cost of training** for new or current employees they agree to sponsor and who are committed to completing the program.



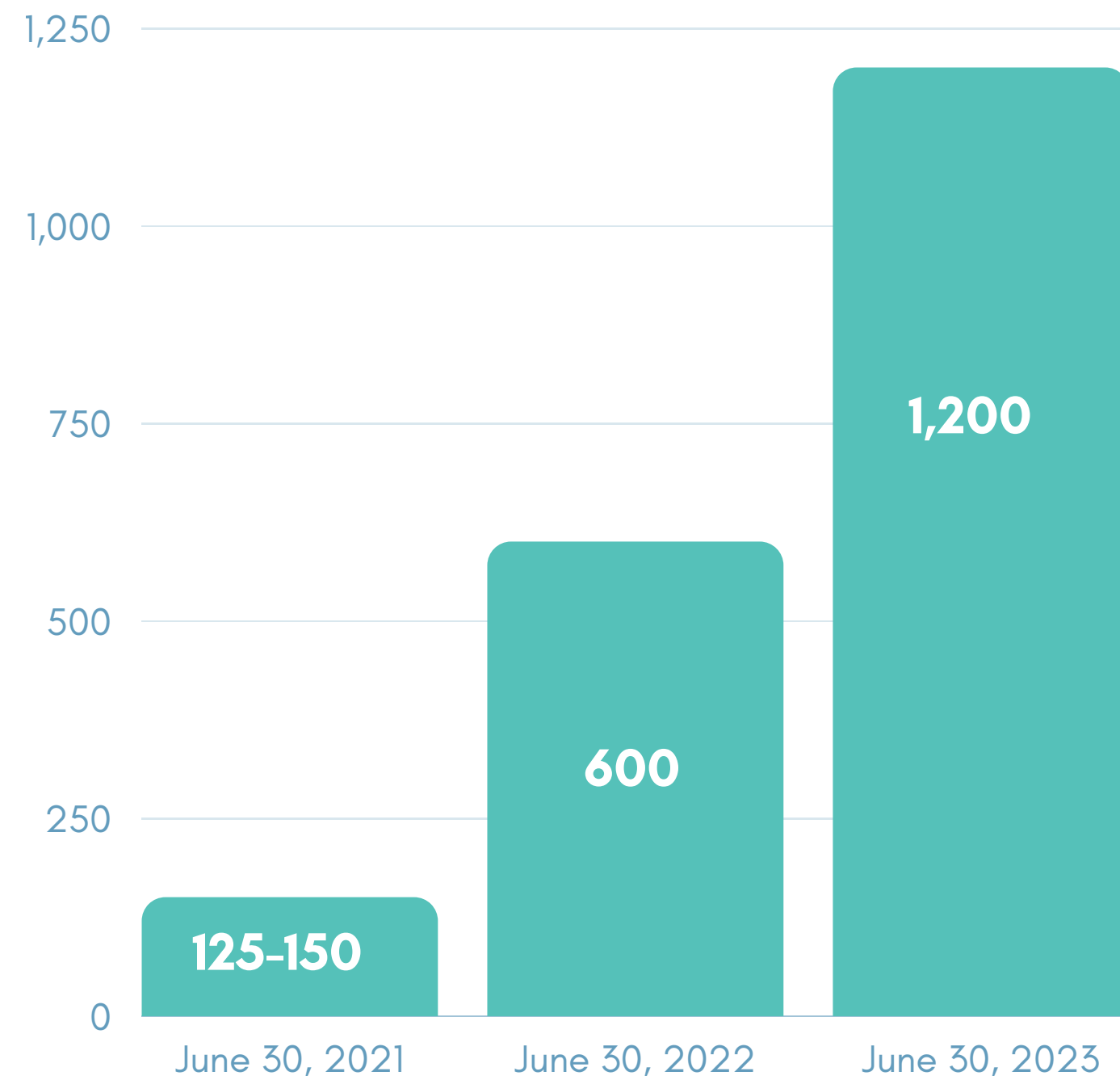


## Trainings We Pay For

- Home Care Aide (reimbursable)
- CNA (reimbursable)
- HCA to CNA bridge program
- AFH Administrator Training
- Adult Education
- Specialty Training
  - Dementia
  - Mental Health
  - Nurse Delegation
  - Nurse Delegation with a special focus on Diabetes
- HIV/AIDS
- CPR/First Aid (Initial)

# The Adult Family Home Training Network

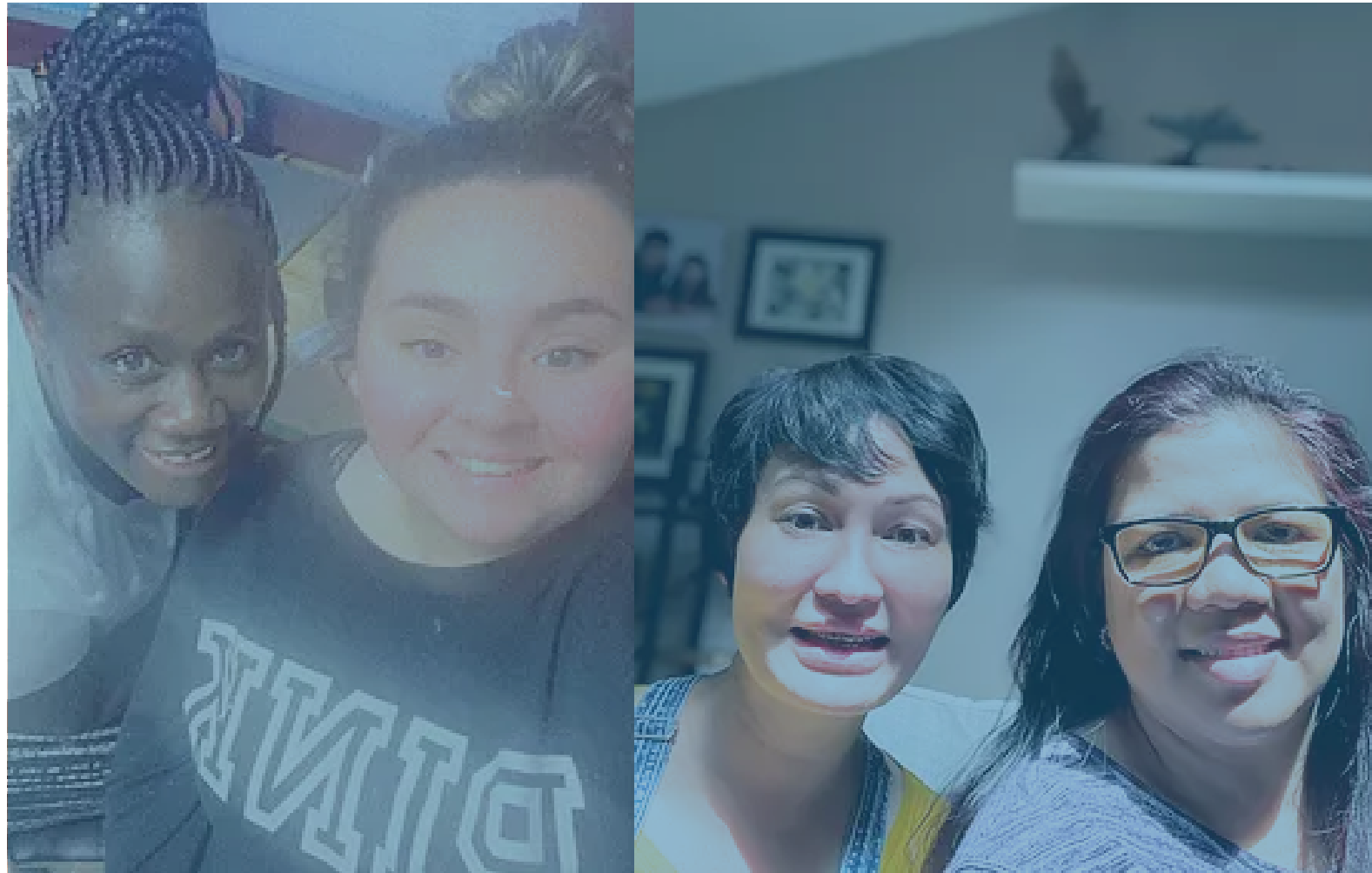
## Goals for Sponsored Individuals



## As of May 29, 2023

- Sponsored Individuals: 1,723
- Adult Family Homes: 583
- New Certified HCAs: 50
- New Certified CNAs: 45
- Individuals with Completed Trainings: 367
- Trainings Completed: 768

# The Training Network



## How to Sign Up for the AFH Training Network

- An eligible adult family home seeking to hire and/or train a worker may apply for acceptance by filling out an online application. This link to the online application can be found on the LTCF website:  
[www.longtermcarefoundationwa.org/pilot-program](http://www.longtermcarefoundationwa.org/pilot-program)
- Online Application Portal Link:  
[www.afhportal.force.com/LTCFWAapplication/RegisterPage?startURL=/LTCFWAapplication/s/](http://www.afhportal.force.com/LTCFWAapplication/RegisterPage?startURL=/LTCFWAapplication/s/)

## What We Need From You

We need to be informed of the following:

- When training has been completed
- When the DOH application has been submitted
- When the Prometric or Credentia exam has been scheduled
- When you are having any issues with the training school, submitting the DOH application, Prometric, or Credentia, etc.
- Please let us know right away if you or are unable to attend a class or need to drop out for any reason!



# The Year Ahead

- **Funding** increases from \$.46 per bed day to \$.75 per bed day effective July 1, 2023
- New **HR Best Practices webinars** introduced
- Pilot Program continues as **Adult Family Home Training Network**
- Auto-generated **reminder emails** begin
- **Care navigation** begins Fall 2023
- **Language access support pilot** begins Fall 2023
- New **LTCF staff** added to administer care navigation and language access support pilot

# Care Navigation

Our **Care Navigator** will:

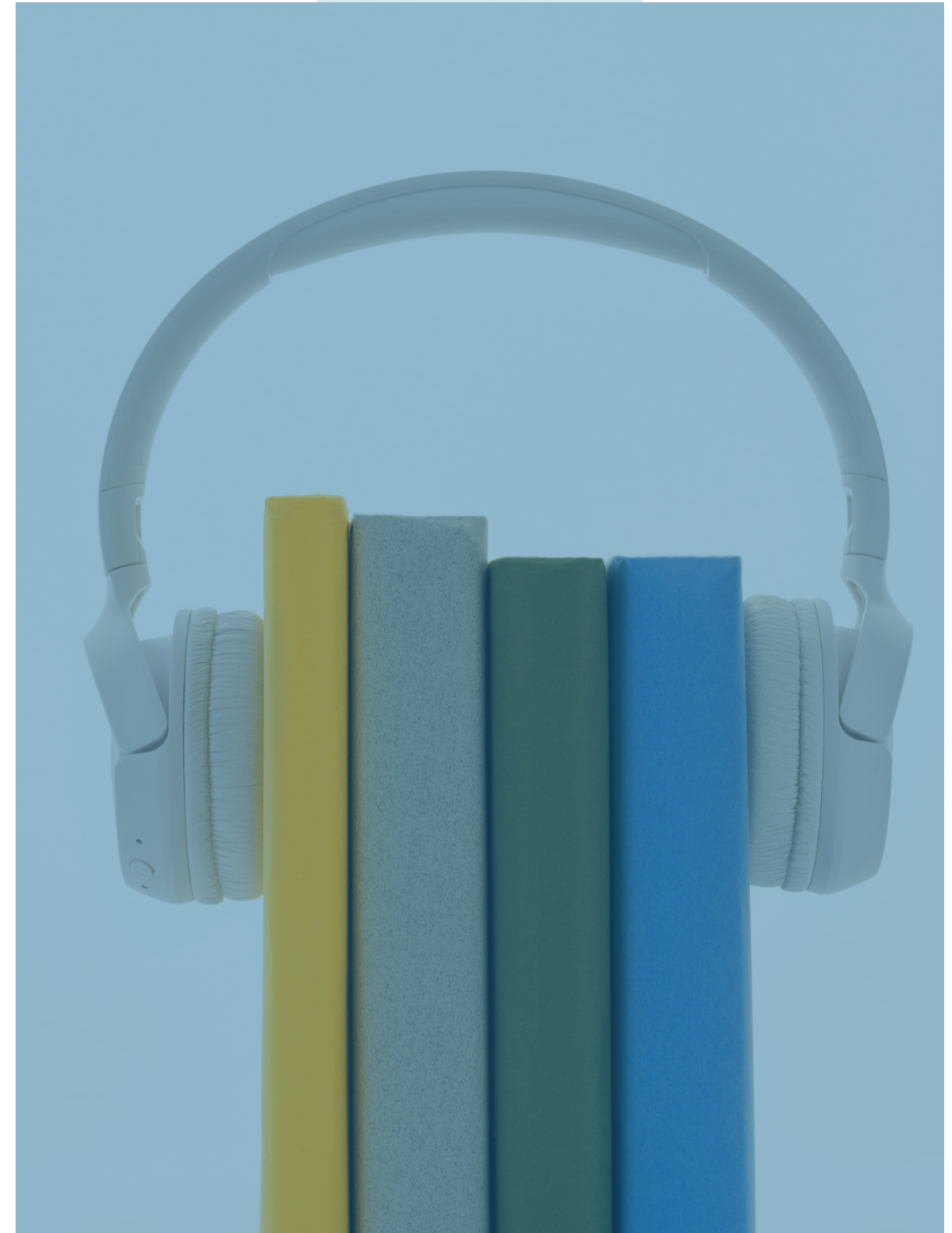
- Help AFH providers and employees acquire **health insurance** through the Health Benefit Exchange and apply for **subsidies** to pay down the premiums.
- Create and distribute **informational materials** and provide **technical support** to providers and employees seeking health care coverage.
- Proposed launch: November 1, 2023



# Language Access Support

Our **Language Access Support Specialist** will:

- Connect AFH providers and sponsored individuals in our training network with approved **interpreters** to work with them throughout the training process
- Facilitate the translation of **materials for required trainings** into additional languages
- Proposed launch: November 1, 2023



# We Work for You

## **Bob Le Roy**

Executive Director

 [bob@ltcfa.org](mailto:bob@ltcfa.org)

 (360) 764-7233

## **Shereice Brown**

Workforce Development Manager

 [shereice@ltcfa.org](mailto:shereice@ltcfa.org)

 (360) 764-7438

## **Zenaida Almodovar**

Workforce Development Specialist


 [zenaida@ltcfa.org](mailto:zenaida@ltcfa.org)

 (360) 790-3061

## **Tiffany Kalegi**

Workforce Development Specialist

 [tiffany@ltcfa.org](mailto:tiffany@ltcfa.org)

 (360) 790-9425

## **Cassheina Penfield**

Recruiting Specialist

 [cassheina@ltcfa.org](mailto:cassheina@ltcfa.org)

 (360) 790-3348

## **Jessica Griffin**

Communication  
& Administration Specialist

 [jessica@ltcfa.org](mailto:jessica@ltcfa.org)

## **Doris Elkins**

Finance & Accounting

 [doris@ltcfa.org](mailto:doris@ltcfa.org)

Website: [www.longtermcarefoundationwa.org](http://www.longtermcarefoundationwa.org)

Facebook: @LTCFWA



# Questions?

