



2022 AFH Council Fall Conference

How the Long-Term Care Foundation Works for You

Presented by Shereice Brown, Workforce Development Manager
& Long-Term Care Foundation Staff



Long-Term Care Foundation

of Washington State

Learning Objectives

Today's Presentation Agenda

01

The HR support the LTCF provides
and how to access it

02

The Pilot Program, how to sign up for it,
and where to go for more information

03

The timelines for training, testing,
and certification

Meet Our Team



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HR Support

Develop Human Resource Best Practice Guidance



- Developing job descriptions
- Providing sample policies and procedures
- Recruitment strategies
- Navigating job posting sites
- Reviewing and screening applicants
- Scheduling and conducting interviews
- Reference checks
- Guidance on managing and measuring performance
- Discipline, and termination



LTCF Webinars

Pilot Program Overview

- What is the Pilot Program?
- How does the Pilot Program work?
- What are the benefits to using the Pilot Program?
- How to access the Pilot Program applications

HR Best Practice Series

- HR Best Practices Overview
- Recruiting, Hiring, and Onboarding
- Performance, Discipline, and Termination
- Onboarding and Retention

ProviderOne Series

- Introduction to ProviderOne
- Client Responsibility
- Viewing Your Claims and Payments
- Bed Hold Authorization Training
- Social Service Guide

A high-angle, top-down photograph of a group of people sitting around a large, dark wooden table in a meeting. The group includes a man in a white shirt and glasses, a woman with curly hair and glasses, a man in a yellow jacket, and a man in a light blue shirt. They are looking at various devices on the table, including laptops and tablets. One tablet displays '85.00%'. The background is a plain, light-colored wall.

Discussion

What resources would you like to see the LTCF provide and why?

The Pilot Program:

- Assists eligible adult family homes to recruit, train, and retain new qualified long-term care workers
- Provides a sponsorship benefit to cover the cost of the training necessary for your caregivers to become certified long-term care workers
- Provides stipends to reimburse you for personnel costs incurred while your caregivers are completing training
- Offers opportunities to further long-term care worker career development



Pilot Program

A high-angle, top-down photograph of a diverse group of people (men and women) gathered around a large, dark wooden table in a modern, brightly lit office or meeting space. They are engaged in collaborative work, with some looking at laptops, others at tablets, and one person pointing at a screen. The atmosphere is professional and collaborative. A semi-transparent blue rectangle is overlaid on the right side of the image, containing the text.

Discussion

Have you participated in
the LTCF's Pilot Program?
If so, please share your
experience.

- Only Medicaid-contracted adult family homes are eligible to participate in the pilot program.
- 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.



Pilot Program | Eligibility

- An eligible adult family home seeking to hire and/or train a worker may apply for acceptance into the pilot program by completing a “Adult Family Home Sponsorship Application” found on The Long-Term Care Foundation website (www.longtermcarefoundationwa.org).
- An individual currently employed by or seeking employment with an eligible adult family home may apply for acceptance into the pilot program by completing a “Individual Application” found on The Long-Term Care Foundation website (www.longtermcarefoundationwa.org).



Pilot Program | How to Sign Up

For More Information



Our Website

For more information,
please visit our website at
[www.longtermcarefoundationwa.org
/pilot-program](http://www.longtermcarefoundationwa.org/pilot-program)

Email Zenaida Almodovar

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Email Shereice Brown

For additional information
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- Applications will be reviewed by The Long-Term Care Foundation staff, and applicants will be selected based on goals and eligibility requirements for the program as well as the availability of funds.



Pilot Program | The Application Process

Reimbursement for completion of training hours

- For trainings that result in a certified long-term care worker, reimbursement rate is \$20 per hour
- Employer can pay their caregiver their regular hourly rate and set aside time during working hours for caregiver to complete training
- The Long-Term Care Foundation is only able to make reimbursement payments to an adult family home that has a Medicaid contract

Reimbursement of DOH application and testing fees

- Home Care Aide Application \$222 (DOH)
- Nursing Assistant Application \$85 (DOH)
- Nursing Assistant Exam Fee \$124 (Credentia)

Pilot Program | Incentives

Payment/Reimbursement Process:

- Once a sponsored candidate has been selected and enrolled by the LTCF staff, we will arrange for direct billing of tuition and related costs.
- The sponsoring adult family home will pay the sponsored individual an hourly rate for attending the qualifying training. Once the sponsored individual has completed the training, the sponsoring adult family home will let us know and submit any certificates of completion.
- The Long-Term Care Foundation then can reimburse the sponsoring adult family home at the rate of \$20 per hour for each hour of successfully completed training.

Pilot Program | Payment/Reimbursement

- The LTCF staff will follow-up with training schools, providers, and sponsored individuals to check their progress towards certification.
- Communication is very important so we may learn how to best assist sponsored individuals and providers.
- Checking in regularly helps us highlight any successes, concerns, and questions.
- The information provided during those regular check-ins is valuable to us and helps us identify trends with the training, testing and certification process.



Pilot Program | Follow-Up

Timelines with Training, Testing, and Certification



Ideally, training should
be completed within
60-120 days

200 days to become
certified

We'll discuss roadblocks

A high-angle, top-down photograph of a diverse group of people (men and women) gathered around a large, dark wooden table. They are engaged in a collaborative work session. Several laptops and tablets are open on the table. One tablet in the foreground shows a blue screen with the text '85.00%'. Another tablet further back shows '100%'. The people are dressed in casual business attire. The scene is set in a bright, modern office environment with a light-colored floor. A semi-transparent blue rectangle is overlaid on the right side of the image, containing the word 'Discussion' in white text.

Discussion

What has been your experience with the training, testing, and certification process?

- Not understanding the training and certification process
- Working and having no time to study
- Once training is finished, not continuing with the rest of the certification process
- When submitting DOH applications, not following up on applications if you have not received notification from DOH



Pilot Program | Trends

- Timelines for Prometric exams
- Backlog of individuals waiting to get tested
- DOH Applications
- Scheduling CNA exams with Credentia
- Testing locations
- Communication



Pilot Program | Roadblocks

How We Can Help

- Thoroughly explain the process and what is expected upon approval of application
- Communicate with providers, caregivers, and training schools
- Support students during the training and certification process
- Identify and report on any areas of concern
- What are some other ways the LTCF can help?



Questions?

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