

Texas Department of Aging and Disability Services

Descriptions of Courses and Modules

1) Abuse and Neglect

Course Description

This two-day course is for surveyors of all programs. This is the original, unaltered CMS training presentation rolled out initially in 1999 around the country. It covers the seven key components of detecting and preventing abuse and neglect. It has been deleted and will be replaced by the course "Detecting and Preventing Abuse and Neglect."

Modules

- a) Prevention
- b) Screening
- c) Identification
- d) Training
- e) Protection
- f) Reporting & Investigation
- g) Responding

2) Advanced Training on the Principles of Documentation

Course Description

This one-day course is applicable to surveyors in all programs. The purpose of this advanced training is to help veteran surveyors master guidelines in the CMS Principles of Documentation. The course involves short-answer exercises that have citations or components of citations. Participants analyze each citation component, examine how these components relate to each other, and question the reasoning expressed in the components.

Modules

- a) Introduction
- b) Analysis of Each Component
- c) How the Three Components Relate to Each Other
- d) Plain Language and Extraneous Information in a Citation
- e) Writing Practice

3) Appendix Q and You

Course Description

This one-day course for all surveyors guides participants through the process of determining Immediate Jeopardy (IJ) situations. It highlights sections in the State Operations Manual, Appendix Q, and includes discussion, examples and exercises.

Modules

- a) Appendix Q and You
- b) Home Health
- c) ICF/MR
- d) Life Safety Code
- e) Nursing Facilities

4) Basic Investigation Techniques

Course Description

This three-day class for all surveyors explores the importance of conducting effective interviews (including those done in challenging situations) and provides the surveyor an opportunity to practice techniques discussed. The course presents an overview of observations and record review and practice in analyzing data and making decisions supported by information obtained.

Modules

- a) Introduction
- b) Interviewing
- c) Special Circumstances When Interviewing
- d) Observations and Record Reviews
- e) Data Analysis and Decision Making

5) Litigation

Course Description

This 1 1/2-day course for all Regulatory Services staff, taught by Regulatory Services attorneys, acquaints surveyors with the legal process and provides survey staff the skills needed to be effective witnesses. Topics included are writing affidavits, preparing for hearings and providing testimony.

Modules

- a) Program Overview
- b) Civics & Regulatory Services
- c) Appeals/Hearings
- d) Litigation/Legal
- e) Appendix

6) Nursing Facility Enforcement Overview for Surveyors

Course Description

This one-day course for nursing facility (NF) surveyors provides an overview of the NF Enforcement Handbook, particularly as it regards the role of the surveyor in enforcement.

Modules

- a) Course Introduction
- b) Overview of Enforcement
- c) State Enforcement Actions
- d) Federal Enforcement Actions

7) Writing and Critiquing Deficiencies

Course Description

This 2½-day course for surveyors focuses on the application of the Principles of Documentation in critiquing and constructing deficiencies. Intense skills practice is emphasized.

Modules

- a) Introduction and Fact Finding
- b) The Principles of Documentation and Writing Deficiencies
- c) Critiquing Deficiencies
- d) Survey Documents Review

8) Writing Effective Referrals

Course Description

This one-day course for all surveyors focuses on using Professional Standards of Conduct and Rules in order to identify misconduct that should be referred. The course highlights qualities that make referral evidence reliable and relevant and identifies evidence that must be collected to support a referral. The class also gives participants information needed to write a referral report and identifies the type of attachments that should be included.

Modules

- a) Overview
- b) It's the Law!
- c) Determining Culpability
- d) Making and Documenting Referrals