

***VT Health Care Innovation Project
Health Care Workforce Workgroup Sub-Committee on Long Term Care
Agenda***

**Monday, May, 5, 2014; 1:00-2:30pm
Pavilion 4th Floor Conference Room, 109 State St, Montpelier
Call-In Number: 1-877-273-4202; Passcode 7289626**

Item #	Time Frame	Topic	Relevant Attachments (describe document type: powerpoint, word, excel, etc...)
1	1:00-1:05	Welcome and Introductions	
2	1:05-1:15	Housekeeping - Subcommittee charge - Identify subcommittee leads - Terminology	
3	1:15-1:30	Review and provide comments to draft work plan (Brendan Hogan)	Draft Work Plan (Word Doc)
4	1:30-1:55	Discussion on project scope and collecting data (Brendan Hogan)	Discussion on project scope and collecting data (Word Doc)
5	1:55-2:20	Identify additional information on recruitment, retention and training	Same as above
6	2:20-2:30	Next Steps, Wrap-Up and Future Meeting Schedule	

Vermont Health Care Innovation Project (VHCIP)

Workforce Work Group Subcommittee on Long Term Care (WWGSLTC)

Draft Work Plan

April 29, 2014

The WWGSLTC is a subgroup of the Workforce Work Group as part of the VHCIP. It is charged with reviewing the Direct Care Work Force, as proposed in Vermont House Bill 301

<http://www.leg.state.vt.us/docs/2014/bills/Intro/H-301.pdf>).

Due Date	Task	Assigned to	Date completed
3/24/14	Initial meeting of subcommittee	Subcommittee	3/24/14
5/3/14	Create draft work plan	Brendan Hogan	
5/5/14	Review and provide comments to draft work plan	All members of the work force subcommittee	
5/5/14	Identify subcommittee leads	1 or 2 volunteers from work force subcommittee – Jackie Majoras, Stuart Schurr and Sarah Launderville	
5/5/14	Define Terminology – patient vs. client vs. consumer vs. recipient	Sarah Launderville and Betty Milizia to talk about this issue and come to the work force subcommittee with a recommendation.	
5/5/14	Work force subgroup charge	All members of the work force subcommittee	
5/5/14	Review information from March 2008 Legislative Study of the Direct Care Workforce in Vermont	All members of the work force subcommittee	
5/5/14	Review information from National Consumer Voice for Quality Long-Term Care	All members of the work force subcommittee	
5/5/14	Review document from AFSCME	All members of the work force subcommittee	
5/5/14	Identify additional information on recruitment, retention and training	All members of the work force subcommittee	
5/12/14	Draft an information/data collection plan for review by subcommittee to collect	Brendan Hogan	

	existing data regarding recruitment, retention and training efforts in VT		
5/19/14	Provide comment on draft information/data collection plan.	Work force Subcommittee members	
Last 2 weeks of May	Meet to finalize data collection plan and begin to collect data	Brendan and work force Subcommittee lead(s)	
Last 2 weeks of May	Draft outline of subcommittee report	Brendan	
June 2014 Meeting	Discuss information/data collection efforts and draft outline of subcommittee report with draft recommendations	Subcommittee members	
Before July 2014 meeting	Collect data and information for the subcommittee report	Subcommittee members and other parties send information to Brendan	
July 2014 meeting	Review information collected thus far and determine if additional information is needed	Subcommittee members	
Two weeks before August 2014 meeting	Create an initial draft subcommittee report and send out draft 2 weeks in advance of August meeting	Brendan	
One week before August Meeting	Provide comments to initial draft report to Brendan Hogan	Subcommittee members	
August 2014 meeting	Review initial draft and comments from subcommittee members	Subcommittee members	
September 2014 meeting	Discuss final draft subcommittee report	Subcommittee members	
September 2014 Work Group meeting	Present final draft report to Workforce work group for approval and recommendation to Steering Committee		
9/30/14	Submit and present final subcommittee report and recommendations to VHCIP Steering Committee and Core Team	Georgia Maheras	

Workforce Work Group Subcommittee discussion on project scope and collecting data

May 5, 2014

This subcommittee will follow up on recommendations from; Vermont House Bill H-301,

<http://www.leg.state.vt.us/docs/2014/bills/Intro/H-301.pdf>

In addition to this state legislation other resources are being used to help the members of the subcommittee complete this work.

These documents include:

March 2008 Legislative Study of the Direct Care Workforce in Vermont

<http://dail.vermont.gov/dail-publications/publications-legis-studies/dcw-report-exec-summary>

Alliance for Health Reform Direct Care Worker Report from October 2012

http://www.allhealth.org/publications/Quality_of_care/Direct_Care_Toolkit_118.pdf

Better Jobs Better Care report from 2008

http://www.leadingage.org/uploadedFiles/Content/About/Center_for_Applied_Research/Center_for_Applied_Research_Initiatives/Better_Jobs_Better_Care_Research_Findings_Report.pdf

Care Well Curriculum

http://www.leadingage.org/uploadedFiles/Content/About/Center_for_Applied_Research/Center_for_Applied_Research_Initiatives/Better_Jobs_Better_Care_Catalogue.pdf

Vermont Association for Professional Care Givers – 2007

<http://blog.directcarealliance.org/2007/11/vermont-association-of-professional-care-providers-annual-conference/>

The Gerontologist Report on Better Jobs Better Care – January 2014

http://gerontologist.oxfordjournals.org/content/48/suppl_1/14.extract

Consumers for Quality Care report

<http://www.theconsumervoice.org/cpr>

Vermont Homecare Union information

<http://vthomecareunited.org/>

H-301 – Sec 2 (b) The Direct Care Worker Task Force is established to identify existing categories of direct care workers and to make recommendations to the General Assembly regarding the necessity of training or licensing direct care workers

H-301- Sec 2 (e) (1)

(A) review prior initiatives in Vermont to develop or promote training opportunities for direct care workers, including Better Jobs Better Care, the CareWell curriculum, and the Vermont Association of Professional Care Providers

(B) identify existing categories of direct care workers and catalogue both the type of services provided and the populations served by each category

(C) identify current training requirements and opportunities available to direct care workers in each category:

(D) assess and recommend whether a need for training direct care workers exist, and if so the appropriate requirements for each category of direct care workers

(E) recommend additional training strategies that would enhance the development of a stable and professional direct care workforce: and

(F) assess and recommend whether mandatory or voluntary licensure or certification of direct care workers would contribute to the development of a stable and professional direct care workforce

March 2008 study recommendations 3, 4, 6, 7, 8

3. Create Accessible and Affordable orientation, training and professional development for direct care workers and their employers

4. Recruit direct care workers from new sources

6. Promote recruitment and retention through the use of evidence based tools

7. Create standardized and portable career ladders for direct care workers

8. Establish a workgroup responsible for developing protocols and methods for collecting needed direct care workforce data

Next steps:

1. Review, discuss and edit work plan

2. Data – where to access data and what questions to ask about – open discussion- brainstorm

Recruitment

- How to recruit direct care workers?
- What incentives work?
- What mechanisms are being used and are effective ?
- What do providers including Designated Agencies, Home Health Agencies, Residential Care homes, Nursing homes and other providers use to assist with recruitment?
- How does recruitment differ depending upon the direct care worker job (PCA or LNA) or the location

Retention

- What strategies help with retaining direct care workers?
- What strategies do not help?
- Other ideas?

Training

- What training exists today for direct care workers who work for agencies/providers?
- Is the CareWell Curriculum used today in VT and if so where – and who are the contacts?
- Training options for career ladders/lattices
 - Career Ladder – PCA to LNA to RN to BSN etc
 - Career Lattice – specialized training for PCAs in palliative care or working with disabled children
- What trainings exist at High School Technical Centers?
- What training exists at Community Colleges?
- How much do trainings cost?
- Do any Department of Labor – workforce training grants exist to help?
- Vocational Rehabilitation funding?

3. Other steps/questions

DRAFT