

Request to Participate in Idaho Caregiver Career Program

The Idaho Department of Health and Welfare (IDHW), Bureau of Facility Standards (BFS) together with stakeholders and partners, proposes to use Civil Monetary Penalty (CMP) funds to establish a program that encourages individuals to choose caregiver careers. The goals of this project are:

- i. encourage individuals to enter caregiver careers;
- ii. aim to improve the training & orientation that is provided by the facilities;
- iii. help maintain a sufficient number of competent caregivers to meet the needs of residents in Idaho SNFs; and
- iv. to reduce the caregiver turnover.

The facility agrees to:

1. Provide competitive wages & benefits.
2. Provide for an effective new hire orientation.
3. Enroll new hires in nurse aide certification course at no cost to the student. This would include:
 - a. Course tuition;
 - b. Equipment & uniform required by the college;
 - c. Payment to the student of wages while in class; and
 - d. Written & skills testing fees.
4. Embrace Culture Change, consistent assignment & flexible scheduling to the extent possible.
5. Completion of the Facility Assessment & caregiver competency Assessment.
6. Complete & implement improvement plan, as needed to employee satisfaction survey results.
7. Elevate the profession of caregiver in the facility through establishment & implementation of an Idaho Department of Labor “approved” apprenticeship program.
8. Establish & implement a Mentoring Program for seasoned CNAs desiring a mentor status thereby enriching the training & orientation of the student, contributing to a positive start for the student, and rewarding & boosting the self-esteem of the seasoned caregiver to continuing in their caregiver role thus reducing turnover.
9. New hire retention bonus of \$500 to be paid to nurse aides attaining employment exceeding 1040 hours and successfully completing nurse aide certification.
10. Establish & implement a formal recognition and celebration of career caregivers.
11. Provide educational and growth opportunities via tuition reimbursement, to the extent possible.

Revised: 8.15.18

Send to: IHCA Foundation ~ 1524 W. Cayuse Creek Drive ~ Meridian ~ Idaho ~ 83646
e-mail: caregivergrant@idhca.org
fax: 208.343.6891

12. Establish & implement an Employee Referral/Recruitment program to incentivize current caregivers to recruit a friend or neighbor into a caregiving career.
13. Agree to provide a link to the facility website/application page.
- 14. In the event of a “Change of Ownership,” the facility MUST retain copies of all documentation, supporting all “Request for Reimbursement” submissions made to IHCA Foundation.**
15. To provide complete & timely submission of:
 - a. “Initial Application of Intent to Request Grant Monies” which will alert IHCA Foundation to hold reimbursement monies for this application.
 - b. “Request for Reimbursement” with supporting documentation once all items have been completed.
 - c. Quarterly CNA vacancy rates and CNA turnover rates to the program coordinator.

IHCA Foundation will:

- Establish & implement a marketing, media, and recruitment plan for Career Caregivers.
- Celebrate career caregivers at annual IHCA Convention.
- Provide periodic leadership, recruitment, & retention programs in classroom trainings, quarterly workshops, and annual Convention.
- Upon receipt & acceptance of the “Request for Reimbursement” & supporting documentation, IHCA Foundation will reimburse the facility as follows:

TRAINING COST x (Percent of NON-MEDICAID census on date of Request submission)

Example: Training cost of \$2400 X 25% (25% of census is NON-MEDICAID)
 $\$2400 \times 25\% = \600 (Amount of Caregiver Grant reimbursement)

Administrator (Please Print)

Signature

Date

Facility