

c. Dining space is contained within the Lutheran Home Cottage unit as well as program space attending to the needs of those with cognitive impairments, reducing stimulation overload, yet providing a home like environment for our residents. We will also offer opportunities to engage and participate in community life i.e. the Adult home and community activities when, appropriate.

d. The building has met all codes and regulations for the EALR.

- All bedrooms shall be limited to single or double occupancy.
- The Minimum corridor widths shall be 60 inches.
- The Minimum door widths shall be 32 inches to assure wheelchair accessibility.
- The building is divided into two smoke compartments, neither of which has a corridor exceeding 100 feet in length;
- Handrails on both sides of all resident-used corridors.
- Windows have a locking system in place so they can only be opened 4 inches.
- A centralized emergency call system in all bedrooms is easily reachable from bedside and in all residents -used toilet and bathing areas, are easily reachable from each fixture.
- An automatic and a NFPA 13 automatic sprinkler system, along with a supervised smoke-detection system have been installed throughout the building, including all bedrooms, and a fire protection system is directly connected to the local fire department.

APPROVED BY	
DIVISION OF ADULT CARE FACILITY & ASSISTED LIVING SURVEILLANCE	
NYSDOH REGIONAL OFFICE	
INITIALS <u>JP</u>	DATE <u>3/14/17</u>

Lutheran Home Cottages Special Needs Assisted Living Residency Addendum

**SPECIAL NEEDS ASSISTED LIVING RESIDENCE
ADDENDUM TO
RESIDENCY AGREEMENT**

This is an addendum to a Residency Agreement made between (the "Operator"), Lutheran Home Cottages, (the "Resident" or "You"), _____ (the "Resident's Representative"), _____, (the "Resident's Legal Representative")
_____. Such Residency Agreement is dated _____.

This addendum adds new sections and amends, if any, only the sections specified in this addendum. All other provisions of the Residency Agreement shall remain in effect, unless otherwise amended in accordance with this Agreement. This addendum must be attached to the Residency Agreement between the parties.

I. Special Needs Assisted Living Certification

The Operator is currently certified by the New York State Department of Health to provide Special Needs Assisted Living at Lutheran Home Cottages located at 114 Utica Road, Clinton, New York 13323.

II. Request for an Acceptance of Admission

You or Your Representative or Legal Representative has requested that you become a Resident at this Special Needs Assisted Living Residence (the "Residence") and the Operator has accepted such request.

III. Specialized Programs, Staff Qualifications and Environmental Modifications

Attached as Exhibit S.N. #1 and made a part of this Agreement is a written description of:

- Specialized services to be provided in the Special Needs Residence;
- Staffing levels
- Staff education and training and work experience, and professional affiliations or special characteristics relevant to serving persons with specific special needs;
- Any environmental modifications that have been made to protect the health, safety and welfare of residents.

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DIVISION OF ADULT CARE FACILITY & ASSISTED LIVING SURVEILLANCE	
NYSDOH REGIONAL OFFICE	
INITIALS <u>SP</u>	DATE <u>1.15.11</u>

IV. Addendum, Agreement Authorization

We, the undersigned, have read this Addendum Agreement, have received a duplicate copy thereof, and agree to abide by the terms and conditions therein.

Dated: _____

Signature of Resident

Dated: _____

Signature of Resident's Representative

Dated: _____

Signature of Resident's Legal Representative

Dated: _____

Signature of Operator or Operator's Representative

APPROVED BY	
DIVISION OF ADULT CARE FACILITY & ASSISTED LIVING SURVEILLANCE	
NYSDOH REGIONAL OFFICE	
INITIALS <u>90</u>	DATE <u>1/15/19</u>

EXHIBIT S.N. #1

Specialized Services to be provided:

The residents of the Special Needs Unit will be those with a diagnosis of Dementia, including Alzheimer's and dementias resulting from other medical conditions such as Parkinson's Disease, Huntington's Disease, stroke, etc., who are physically functional, yet at risk to wander unsafely, who have difficulty with recognition of personal space and boundaries, who do not demonstrate unsafe actions toward others, and who would benefit from a community dwelling where safety is promoted, and those who can be provided service within the limits of the retention standards.

Family member of those residents living on the Lutheran Home Cottages unit will be informed of the programs and policies of this specialized unit to fully disclose how the daily programs may be different from a traditional adult home, be smaller and less over-stimulating as well as with greater flexibility in resident care. For example, if a resident chooses to sleep on and off during the day, or to remain awake during the night, these choice will be respected to the extent possible, without trying to re-direct the resident to conforming with staying awake all day and sleeping during the evening.

1. Supervision in Special Needs Assisted Living

The operator shall maintain knowledge of the general whereabouts of each resident. In the event a resident is absent from the residence and the resident's whereabouts are unknown, immediate efforts shall be undertaken to locate the resident, including immediate notification to the appropriate law enforcement agency and the Department's regional office. Notification shall also be made immediately to the resident's family. Sufficient staff to supervise residents and respond to their needs must be available on all shifts.

2. Medication Assistance in Special Needs Assisted Living

- a. Medication acquisition, storage and disposal, and assistance with self-administration of medication shall be performed in conformance with the standards for such practice dictated by the facility's certification as an adult home, pursuant to section 487.7(f) of Title 18 NYCRR respectively, and consistent with any and all operative guidance documents relating to medication services provided to LHC residents.

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- b. A medication assistance record shall be maintained for each resident to include, at a minimum, the diagnoses of the resident, all medications used by the resident, including both prescribed and over-the-counter medications, the indication for the medications prescribed, labels for medications that are dispensed as generic drugs labeled as such, any special directions for taking or storing medications, known allergies, and a picture of the resident or other electronic means to identify the resident.
- c. Medication orders received from the physician of a resident prescribed as PRN shall be reviewed with the physician in terms of the resident's ability to identify the need for medication.
- d. The physician's order for all PRN medications, including prescriptions and over-the counter, shall identify those resident behaviors or symptoms warranting consideration of need for the medication(s).
- e. Unless at the time that a medication order is issued, the resident's physician has indicated that the resident is able to identify the need for the medication, a resident may not be assisted with any PRN medication, whether prescription or over-the-counter, without observation by or consultation with appropriate licensed nursing or medical providers. The record of assistance with such medications shall include the behavior or symptoms observed as well as the nature of such observation by or consultation with such licensed staff.
- f. The use of prescription PRN medications for persons with dementia shall be limited to only those instances where the physician has determined after review with residence staff that there is no alternative to the order.

3. Staffing levels:

The staffing levels will be appropriate to the number of residents and their care needs supported in the individualized care plan; there will be one

- One staff for every 6-8 residents during the day and evening shift
- One staff for every 12- 15 residents on 11-7 shift.
- An RN shall be on call at all times and scheduled for 5 days a week. An LPN shall be scheduled for at least an additional 5 five hours.

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INITIALS <u>JD</u>	DATE <u>1.15.19</u>

4. Staff education:

a. Staff members who work on the Lutheran Home Cottages will undergo in-service training, prior to assignment on the Lutheran Home Cottages, in the care and supportive needs of those with cognitive impairments.

- i. General Orientation – 8 hours (all employees)
- ii. Resident Care Givers – 40 hours (HHAs only)
- iii. Alzheimer's/Dementia Training – 4 hours (all employees)
- iv. Staff Nurse Training – 24- hours (Nurses only)
- v. Annual In-service program – 12 hours offered/available (all employees)

b. At least one staff per shift will be certified in first aid.

5. Environmental Modifications:

The environmental modifications include a designated Lutheran Home Cottages unit and an enclosed courtyard for outdoor space that mitigates leaving the residence grounds unattended.

There are protective devices (delayed egress) on the exit doors to prevent unattended wandering.

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All bedrooms shall be limited to single or double occupancy.

The Minimum corridor widths shall be 60 inches.

The Minimum door widths shall be 32 inches to assure wheelchair accessibility.

The building is divided into two smoke compartments, neither of which has a corridor exceeding 100 feet in length;

Handrails on both sides of all resident-used corridors and stairways;

A centralized emergency call system in all bedrooms is easily reachable from bedside and in all residents -used toilet and bathing areas are easily reachable from each fixture.

All windows will be equipped with mechanism to limit openings to a maximum of 4 inches

An automatic sprinkler system throughout the building a NFPA 13 automatic sprinkler system and a supervised smoke-detection system are throughout the building, including all bedrooms. It also has a Fire protection systems directly connected to the local fire Department.