

Maltreatment Management Workshop

Thursday, Dec. 7, 2023 ~ 8:30 a.m. - 4:15 p.m.

PURPOSE

All settings/services licensed by the Minnesota Departments of Health or Human Services are required to report instances of maltreatment of residents including care centers, assisted living, hospice, adult day services, and home and community-based services. In addition, any federally certified skilled nursing facilities have additional federal reporting requirements. This workshop will be highly interactive and will take a maltreatment case from the initial report of potential maltreatment to staff through the interdisciplinary team review and care plan/individualized abuse prevention plan creation.

LEARNING OBJECTIVES

- Review maltreatment regulations and requirements.
- Develop/revise your maltreatment policy to cover education, reporting, and the investigation process.
- Examine what information needs to go into a maltreatment report, and when and how to make a report.
- Write a practice report during a sample report writing exercise.
- Describe the maltreatment investigation process.
- Apply the investigation process in small groups using a case study by conducting mock interviews, completing a timeline, root cause analysis (RCA), and finalizing a maltreatment report.

Schedule of Events

8:30 – 9 a.m. Registration and Continental Breakfast

9 a.m. – 4:15 p.m. Program *(includes lunch and breaks)*

Overview of Maltreatment Regulations and Requirements

EXERCISE: Case Review

Maltreatment Policies

- Education
- Reporting
- Investigation/Process
- EXERCISE: Policy Creation/Revision

Maltreatment Reports

- What to Report
- When to Report
- How to Report
- EXERCISE: Sample Report Writing

Maltreatment Investigations

- Immediate Direct Care/Ancillary Staff Response
 - Initial Maltreatment Evaluation, Assessment, and Response
 - Interviewing Parties Involved: Residents, Staff, Families, Visitors
 - Record Review
 - Creating a Timeline
 - Putting it All Together
 - Root Cause Analysis (RCA)
 - Determining Interventions
 - Creating a Report Summary and Maltreatment File
 - Interdisciplinary Team Review
- EXERCISE 1: Brainstorming
EXERCISE 2: Small Group Work: After each section, using a case study, groups will conduct mock interviews, complete a timeline, RCA, and finalize a report.

Individualized Abuse Prevention Plans/Care Plan

EXERCISE: Create an Individualized Abuse Prevention Plan/Care Plan



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Location: InterContinental Saint Paul Riverfront Hotel
11 East Kellogg Boulevard, St. Paul, MN 55101

SUGGESTED AUDIENCE

Directors of nursing, nurse managers, direct care nurses, administrators, social workers, and leadership team members

PRESENTERS

Dr. Kari Everson, RN, LNHA, LALD, Vice President of Clinical Services, LeadingAge Minnesota, Minneapolis and President, EverCare Aging Services Consulting, Woodbury; Robert Rodè, Attorney/Partner, Voigt, Rodè, Boxeth, & Coffin LLC, St. Paul; and HR professional to be announced

CEUS Eligible for 6 clock hours

This workshop has been designed to meet the CEU approval criteria for the Minnesota Board of Executives for Long Term Services and Supports (MN-BELTSS) and the Minnesota Board of Nursing. Participants may also request a general certificate of attendance. CEUs are earned only for the individual registered.

HANDOUTS

Participants will receive links to electronic handouts before the conference and are encouraged to print them in advance or download to view on a laptop or tablet. Printed materials will be provided onsite for individual and group exercises.

WORKSHOP REGISTRATION FEES

LeadingAge Minnesota Members – \$250 per person

Prospective Members – \$350 per person

Registration fee includes a continental breakfast, lunch, and morning and afternoon refreshments.

REGISTER HERE

CUT-OFF/CANCELLATION

Registration cut-off date/cancellation deadline is 5 p.m. on Friday, Dec. 1, 2023. Cancellations must be made in writing and are subject to a \$25 processing fee. No-shows will be billed the full workshop fee. LeadingAge Minnesota reserves the right to cancel this workshop.

ACCOMODATIONS

A block of sleeping rooms on Dec. 6 is reserved at the InterContinental Saint Paul Riverfront Hotel in the LeadingAge Minnesota name at the special rate of \$119 plus tax. Reserve rooms by Wednesday, Nov. 15, 2023 by booking through the [online reservation link](#) or call 651.292.1900 and ask for reservations and mention the LeadingAge Minnesota room block.

FOR FURTHER INFORMATION

Olivia Scott, Events & Education Coordinator, at oscott@LeadingAgeMN.org or 651.603.3559 for assistance or if your registration has not been confirmed.