

Appendix C.1

Long-Term Care Worker Training Workgroup Charter

Project:	Long-Term Care (LTC) Worker Training Development – ESSHB 2284
Process Title:	Long-Term Care Worker Training Findings and Recommendations
Short Title:	LTC Worker Training

Charge Statement

The Workgroup shall evaluate current training requirements for long-term care worker with respect to the quality of care provided to the vulnerable people across all home and community-based long-term care settings. The Workgroup shall make recommendations relating to the:

1. **Appropriate number of basic training hours;**
2. **Content of basic training curricula; and**
3. **Development of criteria associated with certification of new long-term care workers.**

The workgroup shall examine cited deficiencies of care in various long-term care settings, and shall evaluate training needs based on medical versus social models.

Workgroup Members

1. Representative Dawn Morrell – Co-Chair	Washington State House of Representative	Chair of the Joint Task Force
2. Rick Hall – Co-Chair	Executive Director, Home Care Quality Authority	Executive Director, HCQA
3. Hilke Faber	Resident Council of Washington Consumers	Consumer representative
4. Craig Frederickson	The Fredrickson Home	Adult Family Homes
5. Peter Nazzal	Catholic Community Services	Not-for-profit LTC provider
6. Patti Weaver	Eagle Healthcare	Boarding Homes
7. Ingrid McDonald	Paraprofessional Healthcare Institute	LTC Public Policy Org.
8. Randy Hartman	Addus Healthcare	For Profit LTC provider
9. Kathy Leitch	Department of Social and Health Services	Assistant Sec. of DSHS, ADSA
10. Jonathan Seib	Office of Financial Management	OFM, LTC, workforce development
11. Charissa Raynor	SEIU 775	LTC labor organization
12. Louise Ryan	Long-term care ombudsman	LTC Ombudsman representative
13. Donna Patrick	Developmental Disabilities Council	DD Council representative
14. Eleni Papadakis	Workforce Training and Education Coordination Board – House/Senate	LTC/Workforce Development Expert
15. Elizabeth Smith	Labor and Industries	Labor & Industries – apprenticeship program expert

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Planned Completion Dates

Items	Dates
1. Draft findings and recommendations approved by LTC Worker Training Workgroup	11/20/07
2. Final findings and recommendations approved by LTC Worker Training Workgroup	11/30/07
3. Final findings and recommendations to the LTC Joint Task Force, Governor, and appropriate legislative committees.	12/1/07

Outcomes

The basic training standards recommended by the Workgroup shall:

1. Be applied uniformly to all long-term care workers;
2. take into consideration the training standards for workers providing similar care in nursing homes;
3. be evidence-based and informed by existing research;
4. be based on the care needs of clients;
5. be developed with input from worker representatives;
6. be structured in a manner to articulate with certification and apprenticeship programs; and
7. be informed by broader workforce development and long-term care delivery needs.

Tasks Timeline and Milestones

<ul style="list-style-type: none"> • Finalize Schedule and Work plan 	July 30, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #1 <ul style="list-style-type: none"> - Workgroup Kick-off and Planning 	August 16, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #2 <ul style="list-style-type: none"> - Discuss Current Training Requirements and Care Deficiencies 	August 29, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #3 <ul style="list-style-type: none"> - Discuss Training Needs and Care Deficiencies – Worker Perspective 	September 12, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #4 <ul style="list-style-type: none"> - Discuss Training Literature 	September 26, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #5 <ul style="list-style-type: none"> - Discuss examples of LTC Worker Certification and Apprentice Programs 	October 10, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #6 <ul style="list-style-type: none"> - Discuss outstanding issues 	October 18, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #7 <ul style="list-style-type: none"> - Finalize Recommendations 	October 30, 2007
<ul style="list-style-type: none"> • Workgroup Meeting #8 <ul style="list-style-type: none"> - Finalize Recommendations 	November 8, 2007
<ul style="list-style-type: none"> • Submit Draft Report 	November 21, 2007
<ul style="list-style-type: none"> • Submit Final Report 	November 31, 2007