



DELEGATION ORDER

RETRAINEE - JOB CREATION

Training Proposal for:

Sycamore Healthcare Associates dba Legacy Nursing and Rehabilitation

Agreement Number: ET16-0372

Approval Date: February 16, 2016

ETP Regional Office: Sacramento

Analyst: W. Sabah

PROJECT PROFILE

Contract Attributes:	Job Creation Initiative Medical Skills Training Retrainee SET Priority Rate	Industry Sector(s):	Healthcare Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Contra Costa	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 102	U.S.: 102	Worldwide: 102
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	-	(Substantial Contribution)	(High Earner Reduction)	=	Total ETP Funding
\$51,272		\$0	\$0		\$51,272

In-Kind Contribution:	100% of Total ETP Funding Required	\$82,295
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee SET Priority Rate Medical Skills Training	MS Clinical with Preceptor, Computer Skills	28	8-200	0	\$1,764	\$21.28
				Weighted Avg: 98			
2	Retrainee SET Job Creation Initiative Medical Skills Training	MS Clinical with Preceptor, Computer Skills	2	8-200	0	\$940	\$20.00
				Weighted Avg: 47			

Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$21.28 per hour

Job Number 2(Job Creation): \$14.19 per hour for Contra Costa County.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$1.28 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Registered Nurse		5
Licensed Vocational Nurse		17
Administration Staff		2
Frontline Manager		4
Job Number 2		
Registered Nurse		1
Social Services Staff		1

INTRODUCTION

Founded in 2008 and located in Martinez, Sycamore Healthcare Associates dba Legacy Nursing and Rehabilitation (Legacy Nursing) (www.legacynursingandrehabilitation.com) is a skilled nursing and rehabilitation facility. The Company provides short-term respite care, physical therapy, post-surgical care, pain management, and social services. Services also include 24-hour recovery care and geriatric services. Medical staff works closely with patients, primarily elders, to provide comprehensive medical, nutritional and psychosocial support.

Legacy Nursing is eligible for ETP funding under Special Employment Training (SET) provisions for frontline workers. Under SET, the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period. Legacy Nursing also qualifies for ETP's priority industry reimbursement as a healthcare provider.

Retrainee - Job Creation

The Panel offers incentives to companies that commit to hiring new employees. Training for newly hired employees will be reimbursed at a higher rate and trainees will be subject to a lower post-retention wage.

Legacy Nursing has experienced a steady growth of patients within the last few years and extra support is needed to provide additional nursing care and constant monitoring of patients. The Company is expecting their monthly census to grow from 87 patients to 94 patients, and 9 short-term patients to 25 short-term patients. This new surge of patients will increase the Company's revenue by 30% and require the hire of two new employees (RN, Social Services Staff) to oversee quality improvement. The Registered Nurse will receive approximately 68 hours of training and the Social Services Staff will receive approximately 20 hours of training.

These trainees (Job Number 2) must be hired within the three-month period prior to Panel approval or during the term of contract in order for contractor to earn reimbursement for these trainees. Trainees will be hired into 'net new jobs' as a condition of contract.

PROJECT DETAILS

The healthcare industry is evolving and the recent implementation of the Affordable Care Act has changed the way nursing facilities bill patients and insurance companies. To remain compliant with state regulations, Legacy Nursing recently purchased Point Click Care, an Electronic Health Record System. Employees require training on the new recordkeeping system to accurately input health records, order lab reports and medications, and properly invoice.

In addition, employees require training on new medical skills as medical advances demand constant updating of new medical practices and treatments. Staff will receive training on updated exercise regimens, treatment of wounds, dietary needs, and medical devices to provide high skilled intense therapy and help patients recover quickly.

This proposed training will enable Legacy Nursing to remain competitive by improving processes, increasing quality of care and implementing technological advancements. Furthermore, training in Computer Skills will improve employee skills to help the Company increase efficiency, manage costs and reduce errors.

Medical Skills Training (80%)

For this project, approximately 6 RNs and 17 LVNs will participate in medical skills training utilizing preceptor training methodologies.

Training will be delivered by vendor and in-house staff to all patient care occupations to remain current in medical treatment such as bariatric care, basic life support, infection control, wound care treatments, diabetic care, pain management and IV training. Training will provide up-to-date skills in various disciplines to help staff meet or exceed quality care and patient safety standards. Some staff may be cross-trained to facilitate expanding services and allow scheduling flexibility.

Medical Skills training is reimbursed at a blended rate of \$22 per hour. This blended rate recognizes the higher cost of delivery for the Clinical Preceptor model. Computer Skills will be reimbursed at \$18 per hour.

Computer Skills (20%) - Training will be offered to all occupations in various medical software solutions. As part of the new Electronic Medical Records System, training will focus on documenting patient information, managing health records, and measuring consumer needs. Training course topics will include Point Click Care and INTERACT software.

Commitment to Training

The Company's annual training budget is approximately \$83,000. Training includes advances in medications and rehabilitations techniques to remain current with changing medical procedures.

Legacy Nursing represents that ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Company Administrator will work with the Director of Staff Development to administer the ETP project. The Director of Staff Development will have the primal responsibility of scheduling, delivering, documenting and managing training. The Administrator will collect all rosters to enroll trainees and track training hours.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

Training Refund Group in Anaheim assisted with development for a flat fee of \$3,000.

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-200

Trainees may receive any of the following:

MEDICAL SKILLS TRAINING - PRECEPTOR

- Body Mechanics & Safe Lifting Techniques
- Bariatric Care
- Recognizing Symptoms of Depression
- Oral Care
- Challenging Behaviors: Non-Pharm Approaches
- Basic Life Support
- Emergency & Disaster Planning
- Elder Abuse
- Infection Control
- Assessment & Documentation of Pressure
- Ulcer & Lower Extremities
- Wound Care Treatment & Modalities
- Pressure Ulcer Risk & Prevention
- Diabetic Care
- Pain Management
- Depression in Geriatric Patients
- Cardio-Pulmonary/Respiratory
- Catheter Care
- Central Vascular Device
- Infusion Therapy
- IV Training

COMPUTER SKILLS

- INTERACT Software
- Point Click Care
 - Patient Records
 - Billing Module
 - Pharmacy
 - Lab

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.
