

# Resident/Family Participation – Assessment/Care Plans

Highlights	Policy Statement
Resident/Family Participation	Each resident and his/her family members are encouraged to participate in the development of the resident's comprehensive assessment and care plan.
Resident Assessment	<b>Policy Interpretation and Implementation</b>
Advance Notice of Care Planning Conference	<ol style="list-style-type: none"> <li>1. The resident and his/her family, and/or the legal representative, are invited to attend and participate in the resident's assessment and care planning conference.</li> <li>2. Resident assessments are begun on the first day of admission and completed no later than the fourteenth (14th) day after admission. A Comprehensive Care Plan is developed within seven (7) days of completing the resident assessment.</li> <li>3. A seven (7) day advance notice of the care planning conference is provided to the resident and interested family members. Such notice is made by mail and/or telephone.</li> </ol>
Contact/Participation Records	<ol style="list-style-type: none"> <li>4. The MDS Nurse or designee is responsible for contacting the resident's family and for maintaining records of such notices. Notices include:               <ol style="list-style-type: none"> <li>a. The date of the conference;</li> <li>b. The time of the conference;</li> <li>c. The location of the conference;</li> <li>d. The name of each family member contacted;</li> <li>e. The date and time the family was contacted;</li> <li>f. The method of contacting the family (e.g., mail, telephone, email, etc.);</li> <li>g. Input from family members when they are not able to attend;</li> <li>h. Input from the resident when he/she is not able to attend;</li> <li>i. Refusal of participation, if applicable; and</li> <li>j. The date and signature of the individual making the contact.</li> </ol> </li> </ol>
Policies Governing Care Plans	<ol style="list-style-type: none"> <li>5. Administrative policies governing the development and use of care plans have been established by this facility. Copies of such policies are available from the Assessment Coordinator, the Director of Nursing Services, and/or the business office.</li> </ol>