



HIGHLIGHTS: Overview of Requirements

- Added competencies and skills sets requirement for determining the sufficiency of nursing staff.
- Added determination of sufficient and competent nursing staff by considering the number, acuity, diagnoses of resident population in accordance with facility assessment § 483.70.
- Expanded nursing and related services to assure resident safety.
- Specified other nursing personnel includes but is not limited to nurse aides.
- References in-service training requirements of nurse aides with the new Training Requirements section § 483.95.
- No change in requirements for proficiency of nurse aides, non-permanent employees, registry verification.
- Specified the use of Payroll Based Journal (PBJ) data to identify concerns with staffing.
- Noted that meeting State staffing standards is not always indicative of meeting the Federal staffing standard that require a sufficient number of staff to meet all of the residents' basic and individualized care needs.
- Specified that a facility must provide licensed nursing staff 24 hours a day, 7 days a week.



REVIEW & ACTION: Implementation Strategies and Tips

Phase I – by November 28, 2016

- ✓ Consider staff competencies and skills sets when determining sufficient nursing staff.
 - ☐ Ensure sufficient number of skilled licensed nurses, nurse aides, and other nursing personnel to provide care and respond to each resident's needs.
 - ☐ Determine how agency/contract staff have been evaluated to ensure their competencies and skills to care for residents.
- ✓ Monitor workload or assignments of nursing staff and ability for staff to participate in team meetings, care planning meetings, attend training, spend time caring for residents and take time for breaks.
 - ☐ Ask residents and families if they feel they can have a conversation with direct caregiver and not feel rushed.
 - ☐ Ask staff if there are any residents they do not feel they have sufficient time to provide necessary care and services.
 - ☐ Observe for variations across shifts and weekends vs. weekdays.
 - ☐ Consider if resident events such as falls, weight loss, dehydration, pressure ulcers, elopement, resident altercations, hospitalizations are related to sufficient staffing or staff competencies.
- ✓ Ensure nurse aides are included in your center's plans and actions around nursing service requirements.
 - ☐ Identify whether performance reviews are conducted at least once every 12 months for every nurse aide and if regular in-service education is based on outcome of the individual reviews.

- ✓ Nursing leadership with input from Medical Director to develop and maintain competencies and skills sets requirements for nursing staff informed by understanding residents' needs identified through:
 - ☐ Resident assessments
 - ☐ Plans of care
 - ☐ Identifying and addressing resident changes in condition
 - ☐ Cultural competencies
- ✓ Determine how competencies and skills sets of nursing staff will be continuously evaluated and revised as needed including demonstration of competency.
- ✓ Evaluate practices for assuring resident safety.
- ✓ Ensure nurse staffing data posting is being done and retained per the requirements.
- ✓ Provide training to nurse aides as required by the Training Requirements section § 483.95.
- ✓ Audit organizational practices related to competency and skill set development and evaluations.
- ✓ Incorporate identified areas for process improvement from steps above into QAPI program. (see § 483.75 Quality assurance and performance improvement).

Phase II – by November 28, 2017

- ✓ Reconcile the facility assessment with your center's nursing services:
 - ☐ Sufficient nursing staff
 - ☐ Competencies and skill sets of nursing staff

Phase III Guidance Updates – by October 24, 2022

- ✓ Ensure that Payroll Based Journal data is submitted in a timely fashion and is accurate.
- ✓ Review CASPER Reports for PBJ
 - ☐ Facility must have RN on site at least 8 consecutive hours a day, 7 days a week
 - ☐ Facility must have licensed nursing staffing 24 hours a day
 - ☐ Maintain adequate staffing throughout the course of the week, including weekends
- ✓ Ensure that on a daily basis the following information is posted in a visible location:
 - ☐ Facility Name
 - ☐ Current Date
 - ☐ The total number and actual hours worked by the following categories of licensed and unlicensed nursing staff directly responsible for resident care per shift: registered nurses, licensed practical nurses or licensed vocational nurses, and certified nurse aides.
 - ☐ Resident Census

TIPS

- *Engage staff who lead training in your organization to devise a plan.
- *Consider using a skills fair approach to draw interest from staff in learning and competency development and verification.
- *Invite experts in your community or local area who can bring added value to your center's current skills development practices.

- View applicable F-tags [here](#)
- [National Hartford Centers of Gerontological Nursing Excellence: Teaching Resources](#)
- [Nurse Competencies for Nursing Home Culture Change](#)
- [Online Journal of Issues in Nursing; Teaching the Culture of Safety](#)
- [ahcancalED: Staff Competency and Facility Assessment](#)
- [ahcancalED: Building Prevention into Every Day Practice](#)
- [CMS landing page](#)
- [Payroll Based Journal](#)
- [CASPER Reporting User's Guide For PBJ Providers](#)
- [AHCA/NCAL Workforce & Career Webpage](#)