



Directors of Nursing and Social Work Mentoring Programs



Sponsored by: *The Mother Cabrini Health Foundation*

Journey to Excellence in Long-Term Care

Workforce shortages are particularly acute in long-term care. Current leaders are retiring and turnover in top positions is unprecedented. People are coming to these key leadership positions without deep experience and knowledge of long-term care.

The Journey to Excellence in Long Term Care Mentoring Program is designed to provide the next generation of leaders, especially those from underrepresented groups, with access to education and support to be successful in these new roles. The success of the leaders will help ensure the staff they supervise have a higher level of job satisfaction, see a path for career growth, and remain with their organization.

This free, nine-month program will provide leadership training and group mentoring for 15 Directors of Nursing and 15 Directors of Social Work in individual cohorts to facilitate the development of visionary, resilient and highly effective long-term/post-acute care leaders who will be better prepared to manage their workforce, care for their residents, and serve their organizations.

TOPICS

- Skill improvement to ensure competency
- Quality assurance procedures
- The survey process
- Leading diverse teams to promote inclusion.
- Providing care and services for vulnerable populations that enhance their quality of life and promote independence and ensure dignity
- Providing culturally competent services
- Staff training, employee relations and supervision

TRAINING FORMAT

All sessions will be taught by highly experienced professionals with deep knowledge of each subject area covered. Additionally, faculty will be available to answer questions, help participants solve problems and provide overall support to the group through four hours of additional mentoring each month designed to guide, teach and help participants to understand and succeed.

**APPLICATIONS DUE
1/31/2025**

APPLICATION PROCESS

The application will consist of a demographic request form and four short answer essay questions that will seek to understand: professional experience level, underserved populations served, what applicant hopes to gain that will enhance their leadership experience, and applicant's personal commitment to aging services.

EVALUATION CRITERIA

All application submissions will be reviewed to assemble a diverse class. A committee of LeadingAge New York leaders will evaluate applications using the following criteria:

- How strongly defined, insightful and introspective is the DNS/DSW mentorship essay?
- How strongly does the applicant demonstrate a personal commitment to the field of long-term care and aging services?
- How strongly does the applicant demonstrate dedication to providing services to diverse and underserved populations?
- To what extent does the applicant possess the capacity needed to provide leadership and ongoing mentorship benefiting diverse populations?



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TRAINING SCHEDULE

Tuesday, March 18th	In Person	4 Hours (11 a.m.-4 p.m.)
Wednesday, April 16th	Virtual	2 Hours
Wednesday, May 14th	Virtual	2 Hours
Wednesday, June 18th	Virtual	2 Hours
Wednesday, July 16th	Virtual	2 Hours
Wednesday, August 13th	Virtual	2 Hours
Tuesday, September 15th	In Person	4 Hours (11 a.m.-4 p.m.)
Wednesday, October 15th	Virtual	2 Hours
Wednesday, November 12th	Virtual	2 Hours



Directors of Nursing Mentoring Program Outline



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Director of Nursing Mentoring Program Outline

The LeadingAge NY DON Mentoring Program is an individualized program that is tailored to each new Director of Nursing based on their level of experience with long term care, and their clinical and leadership skill sets.

Our program is designed to provide interaction with exceptional nurse executives who have years of experience in the role to provide a well-rounded educational program. The program allows for some flexibility in design, while adhering to key principles, to ensure a customized experience for each new director of nursing. Each mentoring area is designed to be flexible to be fully comprehensive or provide an overview, depending on the needs in that skill area.

We provide onsite mentoring, with continued access to the mentor offsite as needed, to ensure competence in the work environment while helping develop systematic problem solving and leadership skills.

The overall design of the program will allow for coverage of the following skills and education:

Leadership

- Role of the DON
- Communication
- Conflict Management
- Delegating
- Prioritizing

Staffing and Employee Relations

- Budgeted hours
- Job roles and responsibilities
- Scope of practice
- Interviewing and hiring
- Orientation and training
- Performance assessment and discipline
- Working with unions
- Conflict resolution
- Staff Development
- Employee Health

Resident Care

- MDS 3.0 assessment (overview), CAAs, Care Planning
- Abuse and Neglect
- Investigations
- Policies and Procedures – integration

- Standards of Care
- Wound care and Pressure Ulcer Management
Restraints
Nutrition/Hydration
Accidents/Falls
Infection Control
Managing changes in condition

Risk Management and Quality Control

- Documentation – Medical Records
- Five Star Rating System
- Survey Process
Managing survey
Statement of Deficiencies
Plan of Correction – writing and implementing
Long Term Care Survey Process (LTCSP)
- Regulations – state and federal
- QAPI strategies – Root Cause Analysis, PI projects



For more information, contact:

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Directors of Social Work Mentoring Program Outline



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Director of Social Work Mentoring Program Outline

The LeadingAge New York Social Work Mentoring Program is a highly individualized that is tailored to each new Director of Social Work based on their level of experience, their social work background and management skills.

The program is designed to provide new Social Work Directors with guidance, support, knowledge and direction from an LMSW Social Worker with particular expertise in Long-Term Care. The program allows for some flexibility in design, while adhering to key principles, to ensure a customized experience for each new Social Work Director. Each mentoring area is designed to be adaptable and can be provided as a comprehensive program or an individual area of focus, depending on the needs of the Social Work Director.

Mentoring is provided both in-person and virtually, so that observations of the Social Work Director and the work environment can be made, and any issues evaluated and addressed in real time. In addition, the Social Work Director has offsite access to the mentor on an as needed basis.

The overall design of the program will allow for coverage of the following skills and education:

Role of Social Worker in the Nursing Home

- Federal/State Regulations Long-Term Care Survey process
- IDT responsibilities
- Staff education (understanding Person-Centered and Quality of Life issues)
- Developing channels of communication
- Staff resource (helping staff to understand behavior)
- Working with families)

Documentation

- Policy/Procedure Manual
- Documentation in the medical record (routine/episodic/summary)
- Initial Social Work Assessment (Helping staff to understand and support resident/family)
- Discharge planning
- MDS
- Care plan

Investigations

- Root cause analysis
- Required reporting responsibilities
- Grievances
- Family concerns
- Resident/Family Council

Department Organization/Management

- Staff assignments/coverage
- Orientation
- Monitoring staff performance
- Role in QAPI
- Staff development



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