

**Governor’s Commission on Alzheimer’s Disease and Related Disorders**  
**Recommendations to the Department of Disabilities, Aging and Independent Living Division of**  
**Licensing and Protection**  
**Regarding Dementia Care Training in Long-Term Care Facilities**

**To:** Clayton, Clark, Director of the DAIL Division of Licensing and Protection, and Suzanne Leavitt, Assistant Director of Survey and Certification  
**From:** The Governor’s Commission on Alzheimer’s Disease and Related Disorders  
**Re:** Recommendations for the development of regulations regarding dementia care training for staff working in long-term care facilities in Vermont  
**Date:** November 19, 2018

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In 2018, over 13,000 Vermonters are living with Alzheimer’s Disease or a related dementia, and that number is expected to increase by 30% to 17,000 by 2025 ([2018 Alzheimer’s Disease Facts and Figures](#)). The Governor’s Commission on Alzheimer’s Disease and Related Disorders (ADRDR) is tasked by Vermont statute to advise state agencies on matters of state policy relating to ADRDR ([3 V.S.A. § 3085b](#)).

In 2016, the Commission began a process of reviewing rules and regulations governing long-term care facilities, specifically the training provided to direct care staff who work with Vermonters living with dementia every day. The Commission found there to be a significant gap between dementia care training best practice in the field and the State’s minimum requirements for facilities. The Commission undertook a year-long process of researching dementia care training programs and practices in Vermont and across the country in order to make recommendations to the State for improved regulations. This included consultation with a representative group of administrators and staff of a variety of long-term care facilities.

The process concluded with the development of the recommendations below focused on training topics and hourly requirements. Commission members recognize that facilities have limited resources and capacity for staff training, but members believe that the following training topics and minimum requirements are critical to supporting the growing number of Vermonters living with Alzheimer’s and dementia who are being cared for in long-term care facilities across the state.

**Essential Training Topics:**

1. Understanding Dementia (Residential Long-Term Care, Assisted Living, and Memory Care)
2. Communication Strategies (Residential Long-Term Care, Assisted Living, and Memory Care)
3. Person Centered Care (Residential Long-Term Care, Assisted Living, and Memory Care)
4. Challenging Behaviors (Residential Long-Term Care, Assisted Living, and Memory Care)
5. Meaningful Activities and Social Engagement (Memory Care facilities)
6. Role of the Environment (Memory Care facilities)

**Required Training Hours (in addition to current regulations):**

**Existing Licensed Special Care Units for Providing Memory Care and those Communities Marketing Memory Care Services/Specialty**

Initial On-boarding Training: 8 hours within 30 days of employment for all staff (Direct Care staff and all staff that interacts with residents in the facility and/or programs) covering training topics 1 through 6 above.

Annual Training Requirements: 2 hours required, to be completed at any time during the 12-month period following Initial On-boarding.

**Other Long-Term Care Facilities / Senior Living Communities – Those without Licensed Special Care and those who do not market Memory Care Services/Specialty**

Acknowledging our population’s increase in cognitive impairments on a variety of levels, it is essential for staff from all types of long-term care facilities to be educated on providing care and support to those individuals.

Initial On-boarding Training: 2 hours within 30 days for Direct Care staff covering at least two topics of 1 through 4 above. 2 hours within 90 days for all other staff (all staff that interacts with residents in the facility and/or programs) covering topics 1 and 2.

Annual Training Requirements: 2 hours required, to be completed at any time during the 12-month period following Initial On-boarding.

Please reach out to the co-chairs of the ADRD Commission for more information about these recommendations or if you have any questions. We very much appreciate the opportunity to provide input as the DAIL Division of Licensing and Protection considers regulation changes.

Thank you, Members of the Governor’s Commission on Alzheimer’s Disease and Related Disorders

**NAME (alphabetical by last name) REPRESENTATION**

Grace Gilbert Davis	Alzheimer's Association
Mohamed Basha	Registered Nurse
Mark Boutwell	Area Agencies on Aging
Senator Randy Brock	State Senate
Alecia Demario	Nursing Home Administrator
Molly Dugan	SASH
Glenn Jarrett	Legal profession
Jeffrey K. Kelley	Clergys
Alexandra Messerli	Physicians
Representative Dan Noyes	State Legislature
Janet Nunziata	UVM Center on Aging
Nancy Oakes	Social Workers
Diane Olechna	Home Health
Roberta Rood	Mental health provider
Angela Smith-Dieng	Dept of Disabilities, Aging & Independent Living
Andrea Stauffenecker	Adult Day Provider
Joyce Touchette	Residential Care
Rhonda Williams	Department of Health
Paula Johnson	Family Caregivers