

Inpatient Rehabilitation Facility Quality Reporting Program

ACTION PLAN



May 9 and 10, 2019
Sheraton Kansas City Hotel
at Crown Center
Kansas City, MO 64108

Action planning helps you focus your ideas into steps to accomplish your goal(s). This worksheet will help you record steps to inform and educate others at your organization about the changes to the IRF-PAI Version 3.0, effective October 1, 2019. Following each presentation, spend a few minutes planning your next steps.

As you think about your action items, consider the potential impact of each new or revised data standard on your organization's:

- » Policies.
- » Processes/procedures.
- » Tools (paper or electronic).
- » People:
 - Who will be impacted?
 - What will they need to do differently?
 - Will the changes require training efforts to build new skills?
 - What kind of proactive communication might be required to ensure those impacted understand the rationale for the change and how they will be supported?
 - What processes will your organization use to facilitate any required change? Do any feedback mechanisms need to be put in place?
 - What role might supervisors and managers play in supporting the change?
- » Reporting requirements (both internal and external).

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
Section M: Skin Conditions (Pressure Ulcer/Injury)	<ul style="list-style-type: none"> • <i>IRF policies related to pressure ulcers/injuries and documentation.</i> • <i>Electronic health records.</i> 	<ul style="list-style-type: none"> • <i>Audit a random sample of medical records to assess compliance and determine training needs.</i> • <i>Provide a refresher training on pressure ulcer identification and staging.</i> <ul style="list-style-type: none"> – <i>Reinforce the need to avoid reverse staging/backstaging.</i> – <i>Identifying pressure ulcers that are present on admission vs. acquired during the IRF stay.</i> <ul style="list-style-type: none"> – <i>Review guidance on Stage 3 and 4 pressure ulcers that become unstageable.</i> • <i>Review current facility policies and revise as needed.</i> <ul style="list-style-type: none"> – <i>Reeducate staff on any policy changes.</i> 	<ul style="list-style-type: none"> • <i>Nurses.</i> • <i>Wound specialist.</i> • <i>Quality Department staff.</i> • <i>Unit-based leader.</i> • <i>Clinical educator.</i> • <i>Medical Records Department.</i> 	<ul style="list-style-type: none"> • <i>Complete medical record audit to identify training needs by 05/31/19.</i> • <i>Create training plan by 06/21/19.</i> • <i>Provide refresher training and policy updates to clinical staff by 07/22/19.</i> • <i>Go-live with any updated pressure ulcer policies by 08/01/19.</i>

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
Overview of IRF QRP and Changes to the IRF-PAI Version 3.0				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
Section N: Medications (Drug Regimen Review)				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
Section M: Skin Conditions (Pressure Ulcer/Injury)				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
IRF Quality Reporting Program Reports				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
Section GG: Functional Abilities and Goals				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
IRF Functional Measures				

Topic	Policies, Procedures, Processes, and/or Documentation Systems and Tools Potentially Impacted	Action Steps Needed	Education Needed (Topic and Audience)	Timeline
IRF Quality Reporting Program Resources				