

Community Innovations for Aging in Place
Alaska Native Aging in Place Pilot Project
Stephanie Moe, AoA Elder Service Director
Mount Sanford Tribal Consortium
PO Box 357 Gakona Alaska, 99586
Phone: (907) 822-5399 Ext. 57
Fax: (907) 822-5810
smoe@mstc.org

In collaboration with:

George Drinkwater
Health Director, Mount Sanford Health Consortium
gtd@mstc.org
Pete Peschang
ppeschang@yahoo.com

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AoA Program Officer: Martha Redhouse
AoA Grants Management Specialist: Sean Lewis
Project Coordinator and Authorized Signatory Signatures _____

1. What did you accomplish during this reporting period and how did these accomplishments help you reach your stated project goal(s) and objective(s)? Please note any significant project partners and their role in project activities.

Program Goal: Pilot a village based Aging in Place program in two rural Alaska Native Villages to enable Native Elders to remain in their homes and/or villages during the end of their life cycle.

Objective 1: Collaborate with strategic partners to develop a village-based model and prepare to implement services.

Activity 1: Employ and Orient Elder Services Director

Timeframe: Months 1-2

Person(s) Responsible: MSTC Health Director

Discussion: The position will be advertised during month 1. Screening, interviewing, selection and orientation will occur during month 2

Outcomes

- A Director was employed and oriented during month 3
- The Director resigned during month 6
- The position remained vacant from months 6-11
- Some program activities have been initiated but the program has experienced “slippage” in achieving objectives
- A new Director was employed during month 11
- A Project Consultant has provided technical support during month 12

Activity 2: Establish Elder Service Office; develop project content for MSTC’s website; meet with strategic partners; develop forms and files; staff training plans; develop service agreements with regional providers; develop timeline for project services and activities; develop evaluation instruments; and complete other office setup tasks.

Timeframe: Months 3-6

Person(s) Responsible: Elder Service Director and Strategic Partners

Outcomes

- An Administrative Assistant was employed
- The office was established month 2
- Some forms and files were developed
- Some case management plans were developed

- Slippage occurred with staff training - website development - meetings with strategic partners – establishing Elder Committees – developing evaluation instruments

Activity 3: Employ and Train Elder Services Staff

Timeframe: Months 6-12

Person(s) Responsible: Elder Services Director and strategic partners

Discussion: Employing staff will occur during months 5-6-and training is expected to begin during the 6th month and continue for two years

Outcomes

- Administrative Assistant was employed month 3
- Have 1 Elder Service Coordinator and another employed month 6
- Have 1 Elder Service Aide and employing another Elder Aide month 13
- New Director was employed month 12
- Some staff training had been initiated
- Director will setup further training that will continue for 2 years

Activity 4: Meet with Elders and families to discuss program, establish Individualized service plans and collect baseline data

Timeframe: Months 7-8

Person(s) Responsible: Elder Services Director and staff

Discussion: During months 7-8, staff will work with Elders to collect baseline data, establish care plans, and prepare to implement services. As a pilot project these time frames are our best estimate of how long these tasks take and we have estimated them at

the time they must be completed but we expect that some tasks will be completed sooner and may allow for services to begin sooner.

Outcomes

- Few services were conducted due to the summer schedules
- Surveys have been conducted to collect baseline data
- Staff is have had some instances where they were unclear on duties, roles, responsibilities, policies, procedures, etc.
- Family and community members are sometimes confused about the services provided
- Slight slippage has occurred with services due to turnovers and summer schedules

Objective 2: Year 1, 2 & 3, Implement and Evaluate services

Activity 1: Implement program and services

Timeframe: Months 10-36

Person(s) Responsible: Elder Services staff and strategic partners

Discussion: Beginning year 2, services will be coordinated and fully implemented according to schedule. Training will be completed.

Outcomes

- Activities have been conducted such as: luncheons; cultural camps; in-home geriatric care; daily tasks; and transportation to and from events
- Activities were based on culturally related timeframes that included: culture camps,; culturally conducted dinner/luncheons according to diabetic awareness; and seasonal activities

- Most of our elders are pretty independent so they pretty much decide which events they want to participate in which varies from day to day

Activity 2: Evaluate services

Timeframe: Year 2 & 3, Months 13-36

Person(s) Responsible: Elder Services staff, Elders, and strategic partners

Discussion: Evaluation data on services will be collected monthly from Elders and their families to assess the effectiveness of services and make necessary adjustments to Individualized Care Plans as necessary. Elder Committees will meet quarterly to evaluate the overall program. Monthly staff meetings will be held with staff, providers and consultants to discuss, evaluate and adjust services to improve effectiveness.

Outcomes:

- Individualized care plans were created and updated whenever there was change of plans or a change of services.
- An Elder's committee had not yet been established yet so staff conducted evaluation of services from elders at bi-weekly luncheons.
- Due to recent turnover and slippage adjustment to services have had a setback.

Action Plan: Monthly evaluation data from elder's will now be utilized to assess the assess effectiveness of services and make adjustments to Care Plans wherever necessary. Elder staff and Tribal Councils will work together to set up Elder Committees to evaluate progress of program. Monthly staff meeting will now be held with providers and consultants to discuss, evaluate and adjust services to improve effectiveness.

Objective 3: Years 1, 2, & 3 disseminate process and outcome data and lessons learned to provide a model that can be adapted by other rural villages.

Activity 1: Establish Website

Timeframe: Year 1, Months 3-6

Person(s) Responsible: Administrative Assistant and Elder Services Director

Discussion: The Admin Assistant will be employed during months 3-4 and will assist in setting up the office and developing the website. The website will begin with a general description of the project and the types of information that will be added to the website over time. The Elder Services Director will have overall responsibility for approving what information goes on the site and the Administrative Assistant will have overall responsibility for adding information and maintaining the site.

Outcomes: Website was established during months 4 and included a short general description of the program but does not include a program update due to lack of website training and/or referral to website assistance.

Action Plan: Director and Administrative Assistant will receive technical training in websites and/or coincide with technical assistance in order to update and maintain website.

Activity 2: Display process and outcome data, lessons learned, general information, and key links to information related to the development of village based programs.

Timeframe: Year 1, 2 & 3, Months 6-36

Person(s) Responsible: Administrative Assistant and Elder Services Director

Discussion: The Admin Assistant will provide administrative support to the overall program and will maintain the website.

Outcomes:

- Once staff can continue on without any setbacks, the program can continue implementation and produce outcomes as well as lesson's learned which then can lead to careful, structured documentation.
- Website can then be consistently updated.

2. What, if any, challenges did you face during the reporting period and what actions did you take to address these challenges? Please note in your response any changes, if any, to your project goal(s), objective(s), or activities that were made as a result of challenges faced.

Challenges faced and Action Plans

1. Employing and Retaining a Qualified Director is Critical

Analysis: This position is the key to the success of the program. Careful consideration is needed in hiring to ensure a qualified Director is employed. When a new director is employed, they should provide monthly activity plans for implementation that is closely monitored by administration to ensure the program is on track.

Action Plan: A Project Consultant met with the new Director and program staff to provide an orientation to the grant and a process evaluation tool to assist in assessing progress and slippage during year 1, identify "lessons learned" and develop an action plan for achieving program objectives. Staff will complete their action plans to achieve program objectives. The plan will be monitored by the Health Director and will serve to document progress in years 2-3.

2. Teamwork and Cross Training Reduces Slippage

Analysis: Turnover can be devastating for village-based programs. When turnover occurred at the Director position, program supervision fell to the Health Director who already had multiple priorities and time constraints that didn't allow for sufficient time to devote to the program. Operating a program without a full-time Director resulted in fewer services provided, poorly supervised staff that are unclear about their roles and responsibilities, anger from community members who do not understand the program and/or are unhappy with the services and other problems that result in the failure to meet program objectives. Cross training the Administrative Assistant would have provided knowledgeable staff to keep the program moving forward during the recruitment period.

Action Plan: The new Director and Administrative Assistant will work together on administrative issues to the extent that each knows the duties and responsibilities of the other and can fill in case of staff turnover during the recruitment period. Program staff will be cross trained in the same manner to be able to perform the duties of other staff as necessary.

3. Ongoing Training is Critical to Program Operations and Services

Analysis: All staff would need ongoing training to help them do their jobs successfully. With the exception of some key positions that require extensive training or college degrees, most rural villages recruit staff from their community. Too often, however, local staff is placed in positions that they are not prepared for and with training are often set up to fail. Training needs to be a high priority for this program. When staff is placed in positions they are not prepared for it is critical that they be involved in training or have consultants backing them up as they learn the duties of their positions.

3. How have the activities conducted during this project period helped you achieve the measurable outcomes identified in your project proposal?

Throughout this reporting period the activities that were conducted were:

- Elder Luncheons that gave the Elders a chance to socialize with other elders and community members
- A variety of cultural activities the Elders could be a great part of by teaching; cooking; story telling: etc.
- A variety of housework & light maintenance work that enabled the elders to not strain themselves and maintain a living
- Transportation to and from events, errand running, and medical transportation due to the fact that transportation is one of the main priorities
- Help with subsistence living which is a big help to our elders

4. What was produced during the reporting period and how have these products been disseminated? Products may include articles, issue briefs, fact sheets, newsletters, survey instruments, sponsored conferences and workshops, websites, audiovisuals, and other informational resources.

- Many Reports have been made throughout this reporting period including weekly AoA reports, MSTC Annual AoA Report(Oct. 5th, 2010), Tribal Council Reports(Mentasta), etc.
- Articles for our MSTC Newsletters have been created
- A brief description of the AoA project on Website with future updates in mind
- Surveys have been completed and conducted in both villages

- Client folders were created and updated when needed

