Massachusetts Adult Foster Care

Relias offers online learning, staff compliance training, and continuing education for post-acute care organizations.

Relias Training Crosswalks are based on published accreditation standards. They are designed to assist organizations in the selection of courses from the Relias libraries to ensure and demonstrate staff competence according to the training standards. In some cases, it may be useful for customer organizations to develop training specific to the organization's individual needs.

General staff compliance trainings should be selected to ensure the organization meets OSHA and other regulatory requirements. Staff training is only one element of a successful survey and the Crosswalks are not meant to take the place of a careful review and evaluation of your program to the accreditation standards.

The courses listed in the crosswalk are a representative sample of courses available in Relias libraries. It may not be necessary to choose all courses listed for a specific training standard; it is recommended that courses are chosen that closely align with the mission and services offered and the specific needs of the persons served.

Disclaimer: The following constitutes Relias, LLC's recommendation of course work for each listed Crosswalk Measure, Relias does not make any guarantee that such course(s) will be accepted by the accrediting body(ies).

Reference:
https://www.mass.gov/doc/130-cmr-408-adult-foster-care/download

Orientation - All Staff

408.433(F)

The AFC provider must hold an orientation for new staff within one (1) month of hire. This orientation must include the following topics:

Organization-Specific Services Provided

Module Code	Module Name	Hours
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Organizational Policies and Procedures

Module Code	Module Name	Hours
ORG POLICY/PROCEDURE	Organization-Specific Policies and Procedures	0.00

Regulatory Compliance

Module Code	Module Name	Hours
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Employee Duties and Responsibilities

Module Code	Module Name	Hours
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Needs of the Population Served

Module Code	Module Name	Hours
REL-PAC-0-ADRDB	Alzheimer's Disease and Related Disorders: Behaviors	1.00
REL-PAC-0-BHEA	Behavioral Health for Older Adults	1.00
REL-SRC-0-COAAP	Caring for Older Adults: The Aging Process	1.00
REL-PAC-0-CTWCI	Caring for Those with Cognitive Impairment	0.50

Observation and Reporting

Module Code	Module Name	Hours
REL-PAC-0-OREDOC	Observing, Reporting, and Documenting	1.00
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

CPR/AED/First Aid

Module Code	Module Name	Hours
CPR/BLS/FIRST AID	CPR/BLS/First Aid Certification (Available For Purchase)	0.00
REL-PAC-0-FAS1	First Aid: Section 1	1.00
REL-PAC-0-FAS2	First Aid: Section 2	1.00

Infection Control & Prevention

Module Code	Module Name	Hours
REL-ALL-0-BHH	Basics of Hand Hygiene	0.25
REL-ALL-0-ICBC	Infection Control: Basic Concepts	0.25
ORG POLICY/PROCEDURE	Organization-Specific Policies and Procedures	0.00

Fire Safety

Module Code	Module Name	Hours
REL-ALL-0-FSBASIC-V2	Fire Safety: The Basics	0.50
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Confidentiality and HIPAA

Module Code	Module Name	Hours
REL-ALL-0-HBAS	HIPAA: Basics	0.50
ORG POLICY/PROCEDURE	Organization-Specific Policies and Procedures	0.00
REL-PAC-0-PRE	Personal Rights and Ethics	1.00

Teamwork

Module Code	Module Name	Hours
REL-PAC-0-DIPCCC	Developing an Individualized Patient-Centered Care Plan	1.00
REL-PAC-0-IAPF	Interdisciplinary Approach to Preventing Falls	1.00

Medication Administration

Module Code	Module Name	Hours
REL-PAC-0-ASMG	Assisting with Self-Administration of Medications: Guidelines	1.00
REL-PAC-0-ASMMO	Assisting with Self-Administration of Medications: Medication Orders	1.00
REL-PAC-0-ASMP	Assisting with Self-Administration of Medications: Procedure	1.00
REL-PAC-0-ASMB	Assisting with Self-Administration of Medications: The Basics	1.00
REL-PAC-0-MMA	Medication Management Assistance	1.00
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Communication

Module Code	Module Name	Hours
REL-ALL-0-COMME	Communicating Effectively	0.25
REL-PAC-0-COMMPL	Communication: Patronizing Language	0.25
REL-ALL-0-PCSERV	Providing Customer Service	0.25

Advance Directives and DNROs

Module Code	Module Name	Hours
REL-ALL-0-AAD	About Advance Directives	0.50

Abuse, Neglect, and Exploitation

Module Code	Module Name	Hours
REL-ALL-0-PRRA	Preventing, Recognizing, and Reporting Abuse	0.50

Observing and Reporting

Module Code	Module Name	Hours
REL-PAC-0-OREDOC	Observing, Reporting, and Documenting	1.00
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Safe Patient Handling/Positioning

Module Code	Module Name	Hours
REL-ALL-0-PREBI	Prevention of Back Injuries	0.75
REL-ALL-0-TRSA	Transferring Safely	0.25

Cultural Competency and Diversity

Module Code	Module Name	Hours
REL-ALL-0-CDIV	Cultural Competence	0.50
REL-PAC-0-CDOA	Cultural Diversity and the Older Adult	1.25
REL-PAC-0-PRE	Personal Rights and Ethics	1.00

Emergency Preparedness and Procedures

Module Code	Module Name	Hours
ORG EMERGENCY P&P	Organization-Specific Emergency Policies and Plans	0.00

# Orientation - Caregiver
408.434(D)(2)
In addition to the orientation training topics required for all staff, caregivers must also receive training on:

Activities of Daily Living (ADLs)

Module Code	Module Name	Hours
REL-PAC-0-DOCADL	Documentation of Activities of Daily Living	0.50

Personal Hygiene

Module Code	Module Name	Hours
REL-PAC-0-CTCP	Duties of a Caregiver	1.00

Safe Patient Handling/Positioning

Module Code	Module Name	Hours
REL-ALL-0-PREBI	Prevention of Back Injuries	0.75

Annual In-Service - All Staff
408.433(2)(b)

On an ongoing basis, the AFC provider must ensure that all staff are appropriately trained and managed, which must include but not be limited to training in recognition and reporting of abuse of elders and persons with disabilities and provider services.

Abuse, Neglect, and Exploitation

Module Code	Module Name	Hours
REL-ALL-0-PRRA	Preventing, Recognizing, and Reporting Abuse	0.50

Organization-Specific Services Provided

Module Code	Module Name	Hours
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00

Annual In-Service - Caregivers
408.434(D)

AFC providers must provide AFC caregivers a minimum of eight (8) hours of in-service training per year on topics that complement or reinforce the topics listed in 130 CMR 408.434(D)(2) with at least one (1) hour of training on recognizing, responding to, communicating and reporting changes in condition, critical incidences, emergencies, and knowledge of emergency procedures, including the AFC provider's fire, safety, and disaster plans.

Records of completed training must be kept on file and updated regularly by AFC providers.

The initial orientation training sessions must include the following topics for seven (7) remaining additional hours of in-service training:

Fire Safety

Module Code	Module Name	Hours
REL-SRC-0-EMHC	Emergency Management in Home-Based Care	0.50
REL-CV-0-FSTB	Fire Safety	0.50
REL-PAC-0-OREDOC	Observing, Reporting, and Documenting	1.00
ORG CUSTOMIZED TRAINING	Organization Customized Training	0.00
ORG EMERGENCY P&P	Organization-Specific Emergency Policies and Plans	0.00
ORG POLICY/PROCEDURE	Organization-Specific Policies and Procedures	0.00

Needs of the Population Served

Module Code	Module Name	Hours
REL-PAC-0-AIADLS	Assisting with IADLS	1.00
REL-PAC-0-ASAMHCS	Assisting with the Self-Administration of Medications for Home Care Staff	0.50
REL-PAC-0-COMHI	Communication and the Hearing Impaired	0.50
REL-ALL-0-EPTA	Empowerment Through ADLs	0.25
REL-ALL-0-HDDSMEC	HIPAA: Do's and Don'ts of Social Media and Electronic Communication	0.50
REL-SRC-0-ICHC	Infection Control in Home Care	0.75
REL-ALL-0-MPBOUND	Maintaining Professional Boundaries	0.50
REL-PAC-0-MANABEH	Managing Aggressive Behaviors	0.50
REL-PAC-0-NUTRHB	Nutrition and Hydration: The Basics	0.50
REL-ALL-0-RFFA	Refresher for First Aid	0.50
REL-PAC-0-UBHH	Understanding Behaviors in Home Health	0.50

# Annual In-Service - Caregiver
408.433(C)(2)(b)(13)
The AFC must provide ongoing training to AFC caregivers on health and aging.

Geriatrics and the Aging Process

Module Code	Module Name	Hours
REL-ACCRED1	Choose Appropriate Courses from Relias Learning Libraries	0.00