

**STATE OF NEVADA
AGING AND DISABILITY SERVICES DIVISION**

**SERVICE SPECIFICATIONS
GERIATRIC HEALTH AND WELLNESS – EDUCATION**

Any exception to these Service Specifications must be requested in writing and approved by the Deputy Administrator of the Aging and Disability Services Division.

PURPOSE:

To promote quality of service, the Aging and Disability Services Division (ADSD) has established service specifications that contain general guidelines. The service specifications that each grantee must follow consist of GENERAL REQUIREMENTS and PROGRAM-SPECIFIC REQUIREMENTS established for each type of funded service.

SERVICE DEFINITION:

Geriatric Health and Wellness - Education Services provide health care professionals, students, clients and/or caregivers with education and training in geriatric health issues, techniques and/or trends to promote maintaining good health practices for people age 60 and over, with emphasis on minority individuals and those living in rural areas.

SERVICE CATEGORIES AND UNIT MEASURES

Health Education: Provision of education and training per the service definition.

One unit equals:

- **One face-to-face or group training/educational session, per participant (i.e., a class with seven (7) people in attendance would equal seven (7) units of service).**

GENERAL REQUIREMENTS:

- A. Pursuant to NRS 641.010-641C.950, grantees must meet all applicable statutes pertaining to psychologists, therapists, social workers, counselors and related professions.

SPECIFICATIONS:

1. Required Services:
 - 1.1 Establish a task force comprised of health professionals, which includes minority professionals. The task force should assist with outreach to minority individuals and those living in rural areas, identifying health care issues, training evaluation, and educational planning to promote awareness and utilization of effective health and wellness activities.

- 1.2 Research and provide a referral to an appropriate education source when education services are not available or have not been developed for a client's specific health issue or concern.
 - 1.3 Develop an annual plan on proposed health education sessions prior to the start of a new grant year. The plan should include proposed topics, target groups or individuals, schedule/timeline and general community sessions.
2. Optional Services:
- 2.1 Provide health promotion through education/training and wellness activities to seniors, caregivers, health care professionals and/or medical students on health topics that affect the elderly, such as dietary counseling, prevention of heart disease or stroke, cancer, hormone replacement and the prevention of falls.
 - 2.2 Develop support groups, or arrange for support groups.
 - 2.3 Develop and distribute educational materials, such as newsletters or fact sheets, which promote healthy lifestyle choices, and encourage awareness and utilization of effective health activities and prevention services.
3. Documentation Requirements:
- 3.1 Maintain records of attendance at group sessions and documentation of one-on-one training sessions. Documentation shall include the date of training; topic presented; name and title of presenter; and the number of individuals in attendance.
4. Operating Procedures:
- 4.1 Qualified health educators must be used to teach each health education activity. Copies of all instructors' resumes and credentials must be maintained by the program.
 - 4.2 Programs that provide training and education to health care professionals, students, caregivers and/or clients must develop an evaluation tool for use by participants in group sessions.