

## Nursing Home Administration Domains of Practice

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| <b>10</b> | <b>RESIDENT CENTERED CARE AND QUALITY OF LIFE</b>   |
| 10.01     | Ensure the development, implementation, and review of resident care policies and procedures.  |
| 10.02     | Ensure that nursing services are planned, implemented, and evaluated to maximize resident quality of life and quality of care.  |
| 10.03     | Ensure that the admission process is planned, implemented, and evaluated to promote communication with residents and realistic expectations.  |
| 10.04     | Ensure that social service programs are planned, implemented, and evaluated to meet resident psychological and social needs and preferences to maximize resident quality of life and quality of care.                   |
| 10.05     | Ensure that the food service program and dining experience are planned, implemented, and evaluated to meet the nutritional needs and preferences of residents to maximize resident quality of life and quality of care. |
| 10.06     | Ensure that medical services are planned, implemented, and evaluated to meet resident medical care needs and preferences to maximize resident quality of life and quality of care.                                      |
| 10.07     | Ensure that therapeutic recreation/activity programs are planned, implemented, and evaluated to meet the needs, and interests of residents to maximize resident quality of life and quality of care.                    |
| 10.08     | Ensure that a health information management program for resident care is planned, implemented, and evaluated to meet documentation requirements to maximize resident quality of life and quality of care.               |
| 10.09     | Ensure that pharmaceutical services is planned, implemented, and evaluated to support medical care for residents to maximize resident quality of life and quality of care.  |
| 10.10     | Ensure that a rehabilitation program is planned, implemented, and evaluated to maximize residents' optimal level of functioning and independence.   |
| 10.11     | Identify, monitor, and ensure that quality indicators and quality assurance programs are utilized to maximize effectiveness in resident care and services and quality of life.  |
| 10.12     | Ensure the integration of Resident Rights and resident individuality with all aspects of resident care and quality of life.   |
| 10.13     | Ensure the integration of stakeholders' perspectives to maximize resident quality of life and quality of care.  |
| 10.14     | Ensure that resident care services comply with federal and state standards and regulations  |

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**20 HUMAN RESOURCES**

- 20.01 Facilitate effective communication among management and staff.
- 20.02 Develop, implement, and monitor recruitment, staff development, evaluation, and retention programs to maximize resident quality of life, quality of care, and staff job satisfaction (e.g., recognition programs, staff continuing education, work culture).
- 20.03 Ensure that human resource programs are planned, implemented, and evaluated to address diversity.
- 20.04 Develop, implement, and monitor compensation and benefit programs.
- 20.05 Ensure the development and implementation of employee health and safety programs.
- 20.06 Ensure that human resource management policies and programs are planned, implemented, and evaluated to comply with federal and state standards and regulations.

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**30 FINANCE**

- 30.01 Develop annual operating and capital budgets to effectively forecast fiscal requirements.
- 30.02 Manage annual operating and capital budgets to effectively use fiscal resources.
- 30.03 Generate and collect revenue to ensure financial viability of the facility.
- 30.04 Negotiate, interpret, and implement contractual agreements (e.g., organized labor, managed care, vendors, consultative services).
- 30.05 Ensure the integrity of financial audit programs and reporting systems.
- 30.06 Ensure protection of the facility's financial assets (e.g., insurance coverage, risk management).
- 30.07 Ensure that financial practices are planned, implemented, and audited to comply with federal and state standards and regulations.

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**40 ENVIRONMENT**

- 40.01 Ensure that a comprehensive system for maintaining and improving buildings, grounds, and equipment is planned, implemented, and evaluated.
- 40.02 Ensure that the facility provides a clean, attractive, and home-like environment for residents, staff, and visitors.
- 40.03 Ensure the planning, implementation, and evaluation of an environmental safety program that will maintain the health, welfare, and safety of residents, staff, and visitors.
- 40.04 Ensure the planning, implementation, and evaluation of an emergency preparedness program that protects the safety and welfare of residents, visitors, staff, and property.
- 40.05 Ensure that quality assurance programs are implemented to maximize effective environmental services.

- 40.06 Ensure residents are provided with an environment that fosters choice, comfort, and dignity.
- 40.07 Ensure development, implementation, and review of environmental services policies and procedures.
- 40.08 Ensure that facility complies with federal and state standards and regulations (e.g., ADA, OSHA, CMS, Life Safety Code).

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**50 LEADERSHIP AND MANAGEMENT**

- 50.01 Ensure that policies and procedures are developed, implemented, monitored, and evaluated to comply with directives of governance (e.g., owner, board of directors, corporate entity).
- 50.02 Promote and monitor resident's and family's/responsible party's satisfaction with quality of care and quality of life.
- 50.03 Manage the facility's role throughout the entire survey process
- 50.04 Educate stakeholders with regard to interpretation of and compliance with regulatory requirements.
- 50.05 Identify areas of potential legal liability, and develop and implement an administrative intervention or risk management program to minimize or eliminate exposure.
- 50.06 Develop and/or direct the strategic planning process.
- 50.07 Participate in and promote professional development activities.
- 50.08 Develop leadership skills of management team and key staff.
- 50.09 Ensure that information management systems support facility operations.
- 50.10 Ensure sufficient resources (e.g., supplies, medical equipment, technology, trained staff) to provide resident care and to promote quality of life.
- 50.11 Develop and implement comprehensive marketing and public relations strategies.
- 50.12 Foster and maintain relationships between the facility and other community resources (e.g., educational institutions, hospitals, vendors).
- 50.13 Ensure that policies and procedures are developed, implemented, monitored, and evaluated to comply with federal and state standards, regulations, and guidelines (e.g., facility/NHA license, professional responsibility).