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| **DEMENTIA-CAPABLE TRAINING PLAN—ALL STAFF** | | |
| **DELETE THIS TEXT BEFORE USING**  **Note:** This is a sample training plan that DCSs and ADRC Directors can modify based on the services and resources in their area. | | |
| Name – Dementia Care Specialist | Phone Number – Dementia Care Specialist | Email – Dementia Care Specialist |
|  |  |  |
| Name – Employee | Position – Staff | |
|  |  | |

|  | TOPIC | TIME LINE | TRAINER | SUPPORTING DOCUMENTS/LINKS | COMPLETE/PROVIDED | DATE COMPLETED |
| --- | --- | --- | --- | --- | --- | --- |
| 1. | **Introduction to Dementia—ALL STAFF**   * Dementia Knowledge Assessment Tool * Dementia Care Specialist Orientation * Dementia 101 Presentation * Dementia Friends | Within two Months | DCS | * Dementia Knowledge Assessment Tool (DKAT) * DCS Orientation PowerPoint handout * [Dementia Care Specialist](https://www.dhs.wisconsin.gov/adrc/dementia-care-specialist-program.htm) website * Teepa Snow: [What is Dementia?](https://www.youtube.com/watch?v=t--mkzfHuIE) * Dementia 101 PowerPoint handout * [Dementia Friends Information Session Workbook](https://wai.wisc.edu/wp-content/uploads/sites/1129/2020/05/DFWI-Information-Session-Workbook-1.pdf) | Completed DKAT  Attended DCS orientation  Viewed Teepa Snow videos  Attended Dementia 101 training  Reviewed Dementia Care Specialist website  Attended Dementia Friends Information Session |  |
| 2. | **Dementia Resources—ALL STAFF**   * ADRC Dementia Resources * Online Resources * Adult Day Programming * Assistive Technology | Within 2 Months | DCS | * ADRC Dementia page * ADRC dementia resources * [Alzheimer’s Association](https://www.alz.org/) * [Alzheimer’s and Dementia Alliance of Wisconsin](https://www.alzwisc.org/) (ADAW) * [Wisconsin Alzheimer’s Institute (WAI) – Diagnostic Clinic Network](https://wai.wisc.edu/clinic-network/) * [National Institute on Health/Aging](https://www.nia.nih.gov/health/alzheimers) (NIH) * [Teepa Snow Website](http://teepasnow.com/) * Adult day programming * Assistive technology resources * Independent living centers * Home safety information * ADRC Assistive Technology Collection | Reviewed ADRC Dementia page  Reviewed ADRC dementia resources  Reviewed Alzheimer’s Association website  Reviewed ADAW website  Reviewed WAI website  Reviewed NIH website  Reviewed Teepa Snow website  Reviewed Adult Day Programming website (tour if possible)  Reviewed assistive technology resources  Reviewed independent living center website (tour if possible)  Reviewed home safety information  Viewed ADRC Assistive Technology Collection |  |
| 3. | **Caregiving and Difficult Symptoms—ALL STAFF**   * Dementia 201 Presentation * Dementia-Friendly Communities * Dementia Capable WI: A Guide for Family Caregivers | Within 6 Months | DCS | * Dementia 201 PowerPoint handouts * ADRC materials for caregiving communication strategies * [NIH Booklet Caring for a Person with Alzheimer’s Disease](https://order.nia.nih.gov/publication/caring-for-a-person-with-alzheimers-disease-your-easy-to-use-guide) * [UCLA Caregiver videos](https://www.uclahealth.org/dementia/caregiver-education-videos?_sm_au_=iRVWMHttfPfBjZNrBLQtvK7BJGKjp) * [A Guide for Family Caregivers online training](https://www.dhs.wisconsin.gov/dementia/families.htm) | Attended Dementia 201 Presentation  Reviewed communication strategies  Reviewed NIH booklet  Reviewed UCLA Caregiver videos  Attend Dementia-Friendly Business training  Completed Family Caregiver online training |  |
| 4. | **Memory Screen Training—Screeners** | Within 3 Months | DCS | * [Memory Screen Manual](https://www.dhs.wisconsin.gov/dementia/memoryscreening.htm) * [Dementia Capable Care video](https://livestream.com/dhswebcast/events/5317426/videos/121837833) * [ADRC SharePoint Dementia-Capable Community and Memory Screen Information](https://share.health.wisconsin.gov/ltc/teams/ADRC/SitePages/Dementia%20Care%20System.aspx) | Attended Memory Screen training  Practiced screen conversations  Observed screens  Completed a screen with DCS  Received certificate  Reviewed SharePoint |  |
| 5. | **Brain Health—ADRC Specialists** | Within 6 Months | DCS | [Alzheimer’s Association (AA) Brain Tour](https://www.alz.org/alzheimers-dementia/what-is-alzheimers/brain_tour) | Completed AA online Brain Tour training |  |
| 6. | **Advanced Dementia Knowledge—ADRC Specialists** | When Offered | Expert Researcher | Newest research updates | This will be offered biannually and through an outside speaker |  |
| 7. | **Complete DKAT Tool** | After 6 months | DCS | Dementia Knowledge Assessment Tool (DKAT) | Completed DKAT |  |
| **SIGNATURE** – Employee | | | | | Date Signed | |
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