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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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