

Arkansas

		Phone
Agency	Department of Human Services, Division of Aging and Adult Services, Office of Long Term Care	(501) 320-6196
Contact	Linda Kizer, RN	(501) 320-6283
E-mail	Linda.kizer@dhs.arkansas.gov	
Web Site	http://www.daas.ar.gov/assistedlivingchoices.html	

Licensure Term Assisted Living Facilities

Opening Statement Department of Human Services, Office of Long Term Care, licenses and regulates assisted living facilities (ALFs). Facilities are designated as Level I or Level II Assisted Living. Unlike Level I facilities, Level II facilities must employ or have a registered nurse (RN) on staff.

ALF requirements for the two levels are the same unless otherwise noted.

Alzheimer's special care units (ASCUs) are specialized units of long-term care facilities--including both nursing homes and ALFs--that offer services specifically for individuals with Alzheimer's disease and other dementias. Regulations for ASCUs are part of the regulations for each type of facility that can house an ASCU.

Legislative and Regulatory Update

There are no recent legislative or regulatory changes affecting assisted living. The state is currently reviewing its assisted living Medicaid rates under its home and community-based waiver.

Definition

An assisted living facility is a building or part of a building that undertakes, through its ownership or management, responsibility to provide assisted living services for a period exceeding 24 hours to more than three adult residents of the facility. Assisted living services may be provided either directly or through contractual arrangement. An assisted living facility provides, at a minimum, services to assist residents in performing all activities of daily living (ADLs) on a 24-hour basis.

Disclosure Items

Assisted living facilities must provide each prospective resident or the prospective resident's representative with a comprehensive consumer disclosure statement before the prospective resident signs an admission agreement. The state specifies a variety of information that must be included in the occupancy agreement provided to the resident or his or her responsible party, such as the

basic core services to be provided, a current statement of all fees and charges, and conditions or events resulting in termination of the occupancy admission agreement.

Facilities that have an Alzheimer's Special Care Unit have additional disclosure requirements; see "Unit and Staff Requirements for Serving Persons with Dementia."

Facility Scope of Care

The facility may supervise and assist with ADLs; provide 24-hour staff supervision by awake staff; assistance in obtaining emergency care 24 hours a day; assistance with social, recreational, and other activities; assistance with transportation; linen service; three meals a day; and medication assistance.

Level II facilities offer services that directly help a resident with certain routines and ADLs and assistance with medication only to the extent permitted by the state's Nurse Practice Act. The assessment for residents with health needs must be completed by a registered nurse (RN). In contrast, Level I facilities may not provide such services, and must ensure that the resident receives health care services under the direction of a licensed home health agency when they are needed on a short-term basis.

Third Party Scope of Care

Other individuals or agencies may furnish care directly or under arrangements with the ALF.

In Level I facilities, home health services may be provided by a certified home health agency on a short-term basis.

Admission and Retention Policy

The facility must not admit or retain residents whose needs are greater than the facility is licensed to provide. Level I facilities may not provide services to residents who:

- (1) Need 24-hour nursing services except as certified by a licensed home health agency for a period of 60 days with one 30-day extension;
- (2) Are bedridden;
- (3) Have transfer assistance needs that the facility cannot meet with current staffing;
- (4) Present a danger to self or others or engage in criminal activities; or
- (5) Require medication administration to be performed by the facility.

Level II facilities may not provide services to residents who:

- (1) Need 24-hour nursing services;
- (2) Are bedridden;
- (3) Have a temporary (no more than 14 consecutive days) or terminal condition unless a physician or advanced practice nurse certifies the resident's needs may be safely met by a service agreement developed by the attending physician or advanced practice nurse and the resident;
- (4) Have transfer assistance needs that the facility cannot meet with current staffing; or
- (5) Present a danger to self or others or engage in criminal activities.

Resident Assessment

Each resident must have an initial evaluation completed by the assisted living residence prior to admission. There is no required standard form.

Medication Management

Level I facility staff must provide assistance to enable residents to self-administer medications. However, facility personnel, staff, and employees are prohibited from administering medication. In Level II facilities licensed nursing personnel may administer medication.

Square Feet Requirements

Each apartment or unit of new construction or conversion shall have a minimum of 150 square feet per person or 230 square feet for two persons, excluding the entryway, closet or bathroom.

A Level II facility must maintain physically distinct parts or wings to house individuals who receive, or are medically eligible for, a nursing home level of care separate and apart from those individuals who do not receive, or are not medically eligible for, the nursing home level of care.

Residents Allowed Per Room

An apartment or unit must be single occupancy except in situations where residents are husband and wife or are two consenting adults who have requested and agreed in writing to share an apartment or unit. An apartment or unit may be occupied by no more than two persons.

Bathroom Requirements

Each apartment or unit must have a separate and complete bathroom with a toilet, bathtub or shower, and sink.

Life Safety

Each Assisted Living Facility built after the current regulations became effective (April 2001 by Act 1230) must meet the requirements adopted by local municipalities based on National Fire Protection Association (NFPA) 101, Life Safety Code, 1985, or the 2000 edition of the International Building Code (IBC), and must be in compliance with the Americans with Disabilities Act. If the municipality in which the facility is located has not adopted requirements based on the above standards, or the Office of Long Term Care determines that the regulations adopted by the local municipality are not adequate to protect residents, the facility must meet the provisions of the 2000 Edition of the IBC, including the NFPA requirements referenced by the IBC. As such, all ALFs must be sprinklered.

Unit and Staffing Requirements for Serving Persons with Dementia

Level I and II facilities may have an Alzheimer's special care unit. There are additional requirements in the areas of assessments, individual support plans for the residents, physical design, egress control, staffing, staff training, and therapeutic activities.

Facilities that have an Alzheimer's Special Care Unit must provide a facility-prepared statement to individuals or their families or responsible parties prior to admission that discloses the form of care, treatment, and related services especially applicable to or suitable for residents of the special care unit.

Alzheimer's Special Care Units must meet the same staffing ratios specified for Level 1 facilities, however the census must be determined separately based solely on the number of residents in the Special Care Unit. All staff must be trained within five months of hiring, with no less than eight hours of training per month during those five months. The following subjects must be covered in the training: facility policies; etiology, philosophy and treatment of dementia; stages of Alzheimer's disease; behavior management; use of physical restraints, wandering, and egress control; medication management; communication skills; prevention of staff burnout; activity programming; ADLs; individual-centered care; assessments; and creation of individual support plans. At least two hours of ongoing in-service training is required every quarter.

Staffing Requirements

A full-time administrator (40 hours per week) must be designated by each assisted living facility. A second administrator must be employed either part-time or full-time depending on the number of beds in the facility.

Level I facilities must have sufficient staff to meet the needs of residents and must meet the staffing ratios specified in regulation.

The ratios are based on number of residents and are designated for "day," "evening," and "night."

Level II facilities must employ or contract with at least one RN, licensed practical nurses, certified nursing assistants (CNAs), and personal care aides. The RN does not need to be physically present but must be available to the facility by phone or pager. The facility must have sufficient personnel, staff, or employees available to meet the needs of the residents. The facility must have a minimum of one staff person per 15 residents from 7 a.m. to 8 p.m. and one staff person per 25 residents from 8 p.m. to 7 a.m. In no event shall there be fewer than two staff persons on-duty at all times, including at least one CNA on the premises per shift.

**Administrator
Education/Training**

The administrator must be at least 21 years of age, have a high school diploma or a GED, successfully complete a state criminal background check, and be a certified Assisted Living Facility Administrator through a certification program approved by the state.

Staff Education/Training

All staff, including contracted personnel who provide services to residents (excluding licensed home health agency staff), must receive orientation and training on the following topics:

(1) Within seven calendar days of hire: building safety and emergency measures; appropriate response to emergencies; abuse, neglect, and financial exploitation and reporting requirements; incident reporting; sanitation and food safety; resident health and related problems; general overview of the job's specific requirements; philosophy and principles of independent living in an assisted living residence; and Residents' Bill of Rights;

(2) Within 30 calendar days of hire: medication assistance or monitoring; communicable diseases; and dementia and cognitive impairment; and

(3) Within 180 calendar days of hire: communication skills; review of the aging process, and disability sensitivity training.

All staff must have six hours per year of ongoing education and training.

**Entity Approving
CE Program
Medicaid Policy and
Reimbursement**

None specified.

Arkansas' Medicaid state plan reimburses for personal care services, including in assisted living facilities. A Level II facility may provide care and services to individuals who are medically eligible for nursing home level-of-care and receive services through the

Citations

Medicaid 1915(c) home and community-based services waiver.

Rules and Regulations for Assisted Living Facilities Level I. Arkansas Department of Human Services, Division of Medical Services, Office of Long Term Care. [August 1, 2011]

<http://humanservices.arkansas.gov/dms/oltcDocuments/alfi.PDF>

Rules and Regulations for Assisted Living Facilities Level II. Arkansas Department of Human Services, Division of Medical Services, Office of Long Term Care. [August 1, 2011]

<http://humanservices.arkansas.gov/dms/oltcDocuments/alfii.pdf>

Department of Human Services, Division of Aging and Adult Services. Assisted Living Waiver Provider Information.

http://www.daas.ar.gov/assistedlivingchoices_waiver.html

Arkansas Medicaid, Personal Care, Provider Manual. Section II: Program Policy.

<https://medicaid.mmis.arkansas.gov/Provider/Docs/perscare.aspx>

Arkansas Medicaid, Living Choices Assisted Living Provider Manual

<https://medicaid.mmis.arkansas.gov/Provider/Docs/lcal.aspx#manual>

Arkansas Department of Human Services, Division of Aging and Adult Services, Office of Long Term Care
(501) 320-6196