

# Mentor Toolkit

## A Guide to Quality Outcomes for Florida's Nursing Homes

### Introduction

*The Mentor Toolkit: A Guide to Quality Outcomes for Florida's Nursing Homes* started life under the guidance and with the support of Florida Health Care Association's Quality Foundation. The impetus of the project began at FHCA's Strategic Planning Meeting held in conjunction with the September, 2004, Board of Directors Meeting. One of the areas of focus which was identified during the brainstorming session of the Strategic Planning Meeting was the need to address the needs of the individual Nursing Home Administrator in taking the reins of a complex health care organization. The Quality Foundation asked themselves what tools are needed by a new or less experienced Nursing Home Administrator who seeks to lead a quality driven long term care facility. Foundation members also see themselves as using the Mentor Toolkit as a hands-on resource as they go into troubled facilities in an assistive role. Thus, as the name implies, mentorship is at the heart of the toolkit.

*The Mentor Toolkit: A Guide to Quality Outcomes for Florida's Nursing Homes* is Florida-specific, designed to be a portable library for Nursing Home Administrators and consultants serving in the Sunshine State; but the builders of the Mentor Toolkit didn't stop there; they looked to national experts in the areas of Continuous Quality Improvement (CQI) and Quality Management Systems and, as a result, the toolkit includes important source books that support the Nursing Home Administrator in understanding and integrating the concepts of quality improvement in the long term care community.

As you familiarize yourself with your new toolkit, you will discover that certain headings like *Wound Prevention and Management Strategies* contain, not one, but several important documents related to wound prevention, i.e. Considerations for F314 Pressure Ulcers Compliance and Implementation Strategies; Skin Trend Sheet; Risk Predictors for Skin Breakdown; Skin Conditions Form; Components of a Skin Program.

You can also learn how to update all of the regulatory material contained in the toolkit. Using Maintaining your Toolkit located under References & Resources, you will be able to find important changes to keep your toolkit fresh. In addition, members of FHCA have access to [www.fhca.org](http://www.fhca.org), Florida's premiere private website for people who serve in the long term care community. This site is a gateway to the best, most current information out there for you to use in enhancing and personalizing your toolkit.

On behalf of FHCA's Quality Foundation, it is our hope that *The Mentor Toolkit: A Guide to Quality Outcomes for Florida's Nursing Homes* provides you with the resources you need to take your facility, your staff, and your residents to the highest caliber of care.