

SERVICES PROVIDED:

As a small facility, we are set up to provide a safe protected environment for persons whose health needs require constructive supervision in an institutional setting. It is our goal to maintain the residents at their maximum level of self-care and Independence. The services we offer are designed to assist each resident in this process. Being a small facility, we can cater to each resident in his or her care and well being. Our residents become family rather than just a name and bed assignment.

Social Services: These services address the psychosocial abilities of each resident. Each resident is assessed upon admission for their physical, mental, psychosocial functions, and their ability to take care of themselves in the various aspects of day to day living. Based upon this assessment, the Social Services Director develops activities for each resident.

Nursing: Once you have visited our facility you will see that this is a family environment and most of that feeling comes from our nursing staff. They are dedicated to protecting the residents from accident or injury providing for the resident's needs. These include the routine, special, and emergency needs.

Nutrition: One of the most critical areas for the aging population is assuring they get a well balanced diet and proper hydration. The meals are all "home cooked" and balanced by our consulting dietitian and our dietary staff.

Housekeeping/Laundry (Environmental Services): Again, a tour of the facility will demonstrate the excellent job our housekeeping staff does every day. Visit at any time and you will find there are no smells or messes. Laundry is provided 5 days a week for our residents.

ELIGIBILITY FOR ADMISSION

To be admitted to Colfax General LTC you will need to have a physicians order from your family physician and statement that this physician will continue to provide care while they remain in Colfax General.

GUIDELINES USED FOR ADMISSION

A person is eligible for admission if:

- They are partially or totally dependent upon assistance for activities of daily living and personal hygiene.
- Displays a behavior problem that requires a judgment evaluation or medication. Please understand this does not include individuals with acute episodes or acute mental illness and clearly, not those that exhibit violent behavior.
- Requires special nutritional dietary assistance. This includes hand feeding but not tube feeding.
- They are incontinent or require assistance with elimination. The does not include catheters and ostomy care.
- On medication that must be given and monitored by skilled personnel.
- Require oxygen administration under supervised care.

THE ROLE OF THE FAMILY

The family continues to be critical to the well being of the residents. While this becomes their new home, and we try our best to provide a warm loving environment, we need the families to make it the residents' true home. We do not impose restriction on visiting unless requested by the resident, family, or physician.

If you are not in the area, the facility will help with letters, phone calls, and e-mails. If you live nearby, let us know, and we will arrange so you may have meals with your loved one.

We have a visitation area for private visits with family and clergy. For large groups, just give us some advance notice and we will make arrangements.

Family participation in Care Plans is encouraged as this develops how the facility staff will be addressing the needs of the resident.

WHAT TO BRING:

Residents are encouraged to bring small items, such as pictures, wall decorations, afghans, etc., to make their room feel more like home. They may bring their own television set (19" or smaller) or radio as well.

We request you bring 5 to 7 complete sets of clothes and have them marked for the resident. The laundry service is provided if you desire. Please do not bring clothes that need special handling such as hand washing, dry cleaning, gentle cycle, etc.

The facility will provide the following personal items:

- Lotion
- Shampoo/Body and Hand soap
- Combs/Brushes/Hairspray
- Toothbrush/Toothpaste
- Denture cups/Tablets
- Deodorant
- Shaving Lotion
- Facial Tissue
- Briefs/Pull Ups/Linen Savers

If the resident prefers a brand not provided by the facility, they will be responsible for buying it.

Residents that shave need to bring electric shavers.

Residents receive baths twice a week and more frequently if they desire. Linens are changed twice weekly for normal use and immediately if soiled.

Licensed hairdressers and barber visit the facility and provide styling for the women and cuts for the men. The fees are minimal and paid by the resident. Aides comb and style the resident's hair every morning before breakfast.

MEDICATIONS:

The nursing staff will administer all prescription medications and over the counter medications ordered by the physician.

NUTRITION:

Residents are encouraged to eat in the dining room to socialize with others. They may eat in their rooms if that is their desire.

Meal times are as follows:

- Breakfast 8:00am
- Lunch 12 noon
- Supper 5:00pm

To supplement these meals, we also serve snacks at these times:

- Morning 10:00am
- Afternoon 2:00pm
- Evening 7:00pm

If the resident does not care for an item on the menu, we offer a substitution list for their selection.

Family members that wish to eat with the resident are asked to let us know a couple hours in advance so the staff may prepare their meal. During the spring and summer, the kitchen prepares picnic baskets for families so they may eat outside. Again, we ask for notice.

If you would like to bring in food items, please check with the nurse on duty to avoid any problems with controlled restricted or special diets. Please restrict the food to just one serving as state law prohibits us from storing food brought in from an outside source.

If you would like to take the resident out to eat, please give us some advance notice so that we may get them ready.

VALUABLES:

We prefer residents not keep valuables in their rooms. While we take every effort to protect the resident's valuables, we cannot be responsible for these items.

RESIDENTS' TRUST ACCOUNT

Colfax General LTC will oversee resident's personal income while they are in the facility. We have a trust fund established and residents need only ask for their money, as they need it. This money earns interest and is monitored by the state to assure proper control. Arrangements have to be made if a resident wants access to their money on a weekend. Please let the business office know by Friday at noon and arrangements will be made to get the money to the resident over the weekend.

TRANSPORTATION:

The Social Services staff makes every effort to help residents get to their appointments; however, there are times we ask the family to help. We do try to coordinate trips so that we can take more than one resident to the dentist, physician, or shopping. If it is necessary for the resident to go further than Las Vegas or Raton, we will ask for your help.