

# Independent Study Guide



 SCHMIEDING CENTER FOR  
SENIOR HEALTH & EDUCATION

**UAMS** | Donald W. Reynolds  
Institute on Aging

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# WELCOME

The learning process that you are about to begin will not only enhance your life but the lives of the people around you. We are dedicated to preparing competent, compassionate caregivers for older adults in our community.

This *Independent Study Guide* will acquaint you with the history, mission, and policies of our training programs. Each student is expected to be knowledgeable about the contents of this guide. We wish you well in your endeavors.

## COURSE DESCRIPTION

Schmieding caregiver training focuses on the care needs of the geriatric population and is intended to prepare the student to work as a home caregiver or in other settings. *Student Handbooks* with training DVDs are provided to each student at no cost.

### **Home Caregiver Training**

56 Hours

The Home Caregiver Training course satisfies the state requirement for caregivers who are paid to provide care in the home of a person who is 50 years of age or older. The training provides the caregiver with the skills needed to assist in companionship, safety, and support to clients who need minimal supervision and assistance with daily living activities.

- Infection control
- Proper body mechanics
- Transfer skills
- Wheelchair use and safety
- Personal Care Assistance

The Home Caregiver Training class includes 16 hours of state-required training about the needs and care of a person with dementia, including how to manage difficult behaviors.

## **ADMISSIONS**

Any person age 18 years or older may apply for enrollment into the Schmieding Home Caregiver Training Program. No previous caregiver education or experience is required. The training center prohibits discrimination of educational opportunity on the basis of disability, sex, race, creed, national origin, color, religion, age, marital or family status, pregnancy, genetic information, gender identity, gender expression, or sexual orientation.

Class size is limited.

A background check is conducted for all applicants and certain infractions do prohibit a student from admission to the training program. Disqualifying infractions are listed in section 201 of *Rules and Regulations for Conducting Criminal Record Checks for Employees of Long Term Care Facilities* available at <http://humanservices.arkansas.gov/dms/oltcDocuments/crc.pdf>.

## **Steps to Apply**

1. Visit our website at [www.schmiedingcenter.org](http://www.schmiedingcenter.org) and review our Calendar for the schedule of upcoming Home Caregiver Training classes. Decide which class date is best for your schedule.
2. Apply Monday-Friday between 8am and 4:30pm by calling 479.751.3043 or by visiting the Schmieding Center located at 2422 N. Thompson, Springdale, Arkansas.
3. *After being accepted into the program*, provide a government-issued identification photo ID and social security number. The social security number can be provided via phone or in-person. We do not accept emailed Social Security numbers. Due to conducting background checks on students, the social security number must be provided by 12:00 p.m. the business day before the class starts.
4. Read this Independent Study Guide prior to the first day of class and prepare any questions about the program for your instructor.

## Attendance

**Full attendance at all class sessions is required!**

**\*\*\*NO MAKE-UP FOR SKILLS PRACTICE SESSIONS\*\*\***

*If you miss any session you may not return to the next class without the approval of a program director.*

Call 479.751.3043 if you need to discuss why you are or were unable to attend any class session. Your call will be transferred to a program director. If no program director is available, students must leave a call-back number. The program director will advise you of your options for continuing in the Schmieding Home Caregiver Training Program.

## Transportation

Students are responsible for their own transportation to and from class and are expected to be timely in their arrival and departure from the training location.

Any person providing transportation for a student that enters our building must adhere to all building policy and be limited to wait **ONLY** in the Aging Resource Center.

The calendar for classes and educational events may also be found on our website: [www.schmiedingcenter.org](http://www.schmiedingcenter.org).

## **Performance Evaluation**

Performance will be evaluated in three areas:



- Written homework (when assigned)
- Written quizzes and examinations
- Skills competency demonstrations

Students are expected to complete assigned class work in the required time frame. Written assignments will be collected at the beginning of class, and all assigned reading should be done prior to coming to class.

## **Grading Criteria**

Students must have a cumulative score of 80% or above on all assigned work and exams to pass the course. In addition, students must also give a successful return demonstration of required skills specific to each level of training.

Students *may* have three chances to pass the written and the skills competencies. Students unable to pass the competencies may apply for re-entry:

- a. The student will have one opportunity to repeat a course.
- b. The student must have demonstrated professional and ethical conduct in the course which was failed.
- c. The course must be repeated in its entirety.

## **Skills Competency**

Students must be able to competently perform **all** the skills taught during the course before the certificate will be awarded.

Student performance and grades are considered confidential information. Problems brought to the attention of the faculty will be handled with the utmost discretion.

## **Withdrawal**

A student can withdraw from the training program at any time; however, re-entry following withdrawal cannot be guaranteed. The student must inform the instructor of his/her intentions to withdraw and speak with a program director about options for re-entry.

## **Re-Admission**

Students who received an incomplete grade may be allowed to re-apply *with program director approval*:

- a. Pay a \$35 re-admission fee.
- b. Have an average score of 80% or better on any written components of the course during their prior enrollment.
- c. Have a passing score on any skills evaluations taken during their prior enrollment.
- d. Have a record that indicates that all homework assigned during their previous enrollment was completed until the time the student was unable to attend.
- e. Have demonstrated professional and ethical conduct. (Examples of unethical or unprofessional conduct include cheating and tardiness.)



# SAFETY

In case of an incident or accident involving a student during scheduled class time or clinical rotation, notify the Schmieding Center at 479.751.3043 immediately. If necessary, the Schmieding Center will contact the student's family using the information provided in the student's Admissions Application. In the event of an incident or accident during training, the student bears full responsibility for all healthcare costs. UAMS/Schmieding Center shall be held blameless.

## **Fire Extinguishers**

There are four fire extinguishers in the education wing:



1. In the lobby by the auditorium doors
2. In the vending machine area
3. In the Care House by the washing machine
4. At the north end of the education hallway

## **Emergency Procedures**

In case of a fire or bomb threat, students are to evacuate the building and proceed directly to the water fountain area in the front of the parking lot. Under no circumstances is anyone to return to the building for any reason. If a student is unaccounted for, the faculty member will notify emergency personnel on the scene.

In case of tornado or other disaster, students are to follow the instructions of the faculty member in-charge. If in a clinical setting, students will follow the facility procedures.

## **Emergency Exits**

There are six emergency exits located within the facility:

1. The front entrance: These automatic doors may be opened manually if there is a power failure.
2. By the men's restroom
3. By the women's restroom
4. In the vending machine area
5. In the administrative area
6. At the west end of the education hallway

## **Inclement Weather**

**If the Schmieding Center is closed or opens late, in-person sessions will be re-scheduled. *Virtual (Zoom) sessions will be conducted as scheduled.***

In severe weather or hazardous road conditions, the Schmieding Center in Springdale will follow the guidelines for Springdale public schools. You can check their website at [www.sdale.org](http://www.sdale.org).

# PARKING

## Student Parking

Students may park in the front parking lot. Enter the front or back parking lot from Cooper Dr. Students may be asked to park in the back lot during large events or inclement weather so seniors using the health clinic or other community educational programs may use the front parking lot. To enter the back parking lot, turn west between the Schmieding Center and Schmieding Produce or turn south off Cooper Drive (not shown below). Come up the center sidewalk to enter the building through the patio doors.



Students must take Cooper Drive to Front Lot. Students may also enter Back Lot from Cooper Drive.

# RULES

## Phone System

The telephone system at the training center is reserved for official business or emergencies only.

## Cell Phones



All cell phones must be used only for communications with instructor during class sessions. **NO PERSONAL TEXTING or CALLS.**

## Smoking Policy

The Schmieding Center is required to follow the policies of UAMS. **No smoking is permitted anywhere on the UAMS property.** (UAMS Policy Number 3.1.01)



## Dress Code (In-Person AND Virtual Classes)

Students are expected to dress in clothes that are comfortable, easy to work in, and appropriate for a professional caregiver. Comfortable shoes that will not slip are recommended. Hair should be pulled back for hygiene purposes. Fingernails should be short and clean. Jewelry should be minimal.

***No perfume, scented lotion or any other fragrances may be used.***

Hint: A jacket or sweater that can be added or removed if the classroom seems too cold or hot.



## **Treatment of Others**

The training center staff is dedicated to fairness and the belief that each individual deserves respect and dignity. We will not tolerate the mistreatment of others in any way. If you experience mistreatment, unfairness, disrespect or harassment from another person, please report it immediately. The term “harassment” includes, but is not limited to slurs, jokes, and other verbal, graphic, or physical conduct relating to an individual’s race, color, sex, religion, national origin, citizenship, age, or handicap.

We ask that you treat others with the same degree of courtesy and respect that you desire.

## **Conflict Resolution**

The instructor should be notified of any conflicts as soon as possible. A fair and expedient resolution will be discussed with the student(s).

If a student is not satisfied with the instructor’s decision, the student may complete an official grievance form and request to meet with a program director. The program director will review all the facts in the grievance and then schedule an appointment to meet with the student.

## **Ethics and Student Honor Code**

Students are expected to behave ethically and to maintain privacy and confidentiality in all aspects of client care. Client issues are not to be disclosed outside of the classroom or clinical area.

Enrollment in the Schmieding Home Caregiver Training signifies the student's agreement to abide by a Code of Honor and comply with the following expectations:

- Being truthful and forthcoming
- Submitting assignments which have been completed independently
- Safeguarding property of others
- Respecting the rights of others, including peers, faculty, staff, clients, and families
- Showing willingness to learn and be actively involved in the classroom
- Following the behavior expectations of the guide

Cheating will result in immediate dismissal.

# PROGRAM BENEFITS

## **Certificates**

The Schmieding Home Caregiver Training Program is coordinated through the University of Arkansas for Medical Sciences (UAMS). Each graduate receives a Schmieding Certificate for each course that is successfully completed. Many individuals and agencies that employ personal caregivers actively recruit “Schmieding Certified” caregivers because Schmieding graduates have a reputation for excellence.

A copy of the certificate may be requested by the student, however there is a *\$15.00 fee per page for copies.*

## **Continuing Education Programs**

There are many opportunities to attend Continuing Education (CE) programs at the Schmieding Center. A certificate indicating the number of CE credits is issued at the end of each program. Please see our website events calendar for a list of programs eligible for CE. All Continuing Education subject matter must be relevant to caregiving, the caregiver role, or long-term care. A copy of the certificates must be presented each year to be eligible to remain on the Caregiver Directory.

Ask your instructor about CE opportunities at the Schmieding Center. *(Note that Ageless Grace, Geriatric Grand Rounds via Video-conference (VTC), or VTC via UAMS for medical professionals (RN’s, Nurse Practitioners, Physicians, etc.) will NOT count for CE for the direct care worker.)*

## **Caregiver Directory**

The Caregiver Directory helps individuals searching for a caregiver to locate the person best suited to their needs. It lists contact information for eligible Schmieding graduates including: the graduate's name, credentials, phone number, preferred work hours, and preferred work locations. It is the graduate's responsibility to inform the training center whenever contact information or work preferences change.

The individual who wishes to hire a Schmieding graduate must contact the graduate directly to arrange an employment interview. The training center is not an employment agency and does not guarantee that graduates who place their name on the directory will be hired.

Listings on the Caregiver Directory are updated each year. *To remain on the list for the upcoming year, Schmieding program graduates must:*

- Provide proof of completing 12 continuing education credit hours in the previous year. Acceptable proof is a copy of certificates on or before June 30th of each year.
- Pay \$25 for a current background check.
- Provide documentation of employment for a minimum of 8 hours as a paid caregiver in the previous year.



## Consultation

As an extra benefit to the graduates, the Schmieding Center provides access to a licensed social worker. Our social workers are specifically trained in issues involving geriatric care and can assist graduates with a variety of issues. They are available to provide consultation and referral information for caregivers and family members. Call 751-3043 to schedule an appointment with one of our social workers.

## Staff Contact Information

All the staff members at the Schmieding Center for Senior Health and Education are dedicated to the high quality standards of education. We hope this learning experience will be a lasting and positive one. Please feel free to contact us if you need additional information.

NAME	PHONE	EMAIL
<b>Dr. Gary McHenry, EdD</b> Executive Director	479-750-3429	gmmchenry@uams.edu
<b>Brandi Schneider, LMSW</b> Director of Aging Services and Administration	479-365-2855	bmschneider@uams.edu
<b>Lauren Shelley, LSW</b> Social Worker	479-365-2859	lshelley@uams.edu
<b>Kathryn Sweetser, ADN, RN</b> Nurse Educator	479-750-4191	ksweetser@uams.edu
<b>Roger Huff, LPN</b> Education Specialist	479-750-1989	jhuff@uams.edu
<b>Monique Parks</b> Program Coordinator	479-750-4026	mlparks@uams.edu
<b>Rene' Garcia-Oliver, ADN, RN</b> Nurse Educator	479-750-3458	garciaoliversheilar@uams.edu
<b>Shaun Ratliff</b> Information Services Coordinator	479-750-3404	skratliff@uams.edu
<b>Pam Nash</b> Administrative Specialist	479-751-3043	psnash@uams.edu

## **PROGRAM HISTORY**

Since its opening in 1999, the Schmieding Center for Senior Health and Education, a part of the University of Arkansas for Medical Sciences, has trained hundreds of home care workers. Regarded as unique in the United States, the Schmieding method gained a global reputation for leadership in home-based, long-term care. It has been recognized by the International Longevity Center as well as numerous experts in the fields of aging.



Lawrence Schmieding

It all began with Lawrence Schmieding, who wanted his disabled brother to have personal care in his home. Unfortunately, at that time—there were very few trained home caregivers. Mr. Schmieding’s challenge in finding competent home caregivers prompted the creation of a revolutionary training curriculum. For this, we—and thousands of America’s elders and their families—are forever grateful. In 1998, the Schmieding

Foundation made a generous donation to the University of Arkansas for Medical Sciences (UAMS) to establish and construct the Schmieding Center for Senior Health and Education in Springdale, Arkansas. Mr. Schmieding’s passion was to enable seniors to “age in place” at home.



Larry D. Wright, MD

"The Schmieding Home Caregiver Training Program has contributed significantly to the quality of life for older adults and their families. It also has been life-changing for caregiver trainees who have found gratifying and rewarding careers," says Dr. Larry D. Wright, MD, FACP, founding Executive Director of the Schmieding Center.

NOW, thanks to a grant from the Donald W. Reynolds Foundation, the program is also available at the in Centers on Aging in El Dorado, Fort Smith, Helena, Jonesboro, Little Rock, Pine Bluff, and Texarkana. For more information, go to [www.uamscaregiving.org](http://www.uamscaregiving.org).

The Schmieding Home Caregiver Training program has also expanded to other states including Texas, Oklahoma, California and Hawaii.



## The Schmieding Method



The 'S' in Schmieding represents important caregiver training values:

- **Skills** – possession of knowledge and skills to make informed decisions for older adults in the home
- **Standards** – criteria necessary to measure/ensure graduate caregiving competency
- **Sensitivity** – characteristics of compassion, empathy, caring, integrity, respect, advocacy, and responsibility.

The training program meets or exceeds the regulations of the following:

- Federal Register: Rules and Regulations, the Conditions of Participation for Home Health Agencies
- Arkansas Medicaid Manual: Personal Care Participation Requirements and Rules and Regulations for Home Health Agencies in Arkansas
- Arkansas Act 1410 which requires a minimum of 40 hours of training for PAID in-home caregivers for persons who are 50 years of age or older.

## FACILITY

The Schmieding Center for Senior Health and Education is located at 2422 North Thompson, Springdale, Arkansas, 72764. It is nationally recognized as the premier community-based center for healthy aging. In addition to training home caregivers, the Center helps adults in the second half of life improve the quality of their lives by providing educational programs for the community, social work services, and geriatric health care.



The Schmieding Center has two wings. The south wing has a geriatric health clinic, rehab, and the offices of the Schmieding Foundation. The north wing includes the library, administrative offices, social work offices, classrooms, and skills labs. The beautiful Schmieding Center auditorium is used for community and continuing educational programs. It has a seating capacity of 125 people. A facility use form is available on our website for those who would like to use the auditorium for an educational program.

## Classrooms & Labs

The classrooms are equipped with state of the art audio/visual equipment and numerous visual aids to enhance the learning experience.



The learning labs at the Schmieding Center allow students to practice and demonstrate their caregiving skills. Manikins and student role-playing create a fun and relaxed learning atmosphere.

Students are encouraged to schedule additional practice time as needed.

Accommodations are made for students with disabilities or physical limitations.



The “Beth Vaughan-Wrobel Care House” is a unique feature of our training program that simulates caregiving in a client’s home.

The Care House was named after Dr. Beth Vaughan-Wrobel who is personally acknowledged as the heart and soul of the Schmieding Home Caregiver Training Program. She oversaw the development of the original Schmieding curriculum and training DVDs. We thank her for her many years of making a difference in the lives of so many families and caregivers in Northwest Arkansas and across the nation.



Beth Vaughan-Wrobel  
EdD, RN, FAAN  
Associate Director 1999-2008  
Director of Education 1999-2005

## **Aging Resource Center**

The Aging Resource Center is available to students and the general public. It offers numerous resources related to health care and geriatric issues. It is equipped with computers and DVDs that can be used to view programs for personal use or continuing education credit.

The Aging Resource Center contains pamphlets that describe products or services offered to seniors, as well as, disease specific resources.

