



## **Advancing Practice in the Care of People with Dementia: The Dementia Training Study Centre National Practice Improvement Program**

The Dementia Training Study Centres are pleased to offer Residential Aged Care Facilities the opportunity to participate in the Dementia Training Study Centre (DTSC) National Practice Improvement Program.

The program builds upon our successful National Fellowship Program and aims to:

- Translate research knowledge into practice in four critical topic areas
- Increase the capacity of individuals to lead sustainable practice change
- Increase the capacity of organisations to implement sustainable practice change
- Improve care and outcomes for people with dementia

The program provides a group of health professionals within each participating organisation the opportunity to work together to lead change and conduct practice improvement projects in their workplace

Fellowships will be awarded to four health professionals in each participating organisation with the expectation that Fellows will collaborate to complete practice improvement projects in each of four critical dementia care areas of:

- Environmental design
- Sexuality and dementia
- Medication management in the care of people with dementia
- Responding to behavioural and psychological symptoms of dementia (BPSD).

Each Fellow will accept responsibility for, and lead a project in his/her nominated critical care area. Whilst the above dementia care areas are distinct, the DTSC underscores the importance of considering how they inter-link as part of a holistic person-centred approach.

Fellowships will be awarded for a period of 12 months and will include a two day preparatory workshop, access to expert support from the Dementia Training Study Centres and a full day workshop on completion. Fellows will have access to, and be encouraged to utilise the full range of DTSC resources to assist completion of their projects.

Fellows will also have the opportunity to share and disseminate the outcomes of their projects with the DTSC team and other Fellows. They will be also supported and guided by the DTSC to prepare an article and/or conference presentation to disseminate their work.

The Fellowship includes funding to the value of \$5,000 per Fellow, paid to the participating organisation, to facilitate projects. The funds must be used to cover the costs related to the attendance at the workshops. The funds can also be used to:

- Release the Fellows from normal duties to conduct project activities
- Purchase resources to facilitate new practice

The DTSC will conduct an evaluation of the program that will involve a short telephone interview with managers and Fellows at the beginning of the Fellowship and on completion of the program.

## Program information

### Participating organisations

Participating organisations will be Residential Aged Care Service Providers. A senior manager will apply on behalf of the participating organisation; facilitate nomination of Fellows and oversee the conduct of four practice improvement projects; one in each of the four critical practice areas.

Each participating organisation will:

- Nominate four health professionals within your organisation for the Fellowships
- Provide necessary support to Fellows
- Oversee conduct of the four projects
- Facilitate Fellows' attendance at preparatory and final workshops.
- Facilitate Fellows' attendance at regular meetings with DTSC
- Facilitate a formation of a Fellows' community of practice within the organisation

As the Fellowship involves implementation of projects within the Fellows' employing organisation it is essential that there is organisational support for, and commitment to, the Fellowship Program.

For this reason we ask that:

- In the event of a Fellow being unable to continue with the project or leaving employment the employing organisation will nominate an appropriate alternative person to oversee the project to completion;
- Organisation will receive and manage the Fellowship funds.

### Fellows

Successful fellows will be health professionals employed within the participating organisation. Fellows within a participating organisation will each develop and conduct a practice improvement project in one of four critical practice areas.

### Selection criteria

The nominated Fellow must address the following selection criteria:

- Health professional from any discipline employed in a Residential Aged Care Provider organisation

- Be nominated by their manager
- Demonstrate knowledge of the evidence being translated as a result of their project
- Demonstrate need for practice improvement in the chosen critical practice area
- Demonstrate how the project will benefit residents

## Responsibilities of Fellows

### Each fellow will:

- Attend preparatory workshop and final workshop
- Develop a practice improvement project in one of the four key areas
- Conduct practice improvement project in line with your submitted project plan
- Participate in regular meetings with DTSC
- Provide DTSC with an interim and final report
- Submission of an interim and final report-oral presentation
- Financial management: submission of financial report showing how funds were expended
- Participate in program evaluation activities

## Practice improvement projects:

Each participating organisation will support Fellows to develop and conduct a practice improvement project relating to the translation of evidence into practice in **each** of four critical practice areas:

- Environmental design
- Sexuality and dementia
- Medication management
- Responding to behavioural and psychological symptoms of dementia (BPSD).

## Selection criteria

### Proposed projects must:

- Involve the translation of evidence-based knowledge into practice in chosen critical practice area
- Involve utilisation of DTSC education resources
- Be feasible within the 12 month timeframe
- Include a plan for ongoing sustainability beyond the 12 month timeframe
- Include an evaluation of the project in terms of implementation success, outcomes and sustainability.

## Application process

Residential Aged Care Provider organisations are invited to apply to participate in the program using the application form below. Applications will come from a senior person within the organisation i.e. Facility Manager or above. The applicant will commit to nominating Fellows, overseeing the progress of the practice improvement projects and have the ability to manage Fellowship funds.

Nominated Fellows are asked to submit a brief project plan.

The Dementia Training Study Centre National Practice Improvement Program is funded by the Australian Government Department of Social Services under the Aged Care Service Improvement and Healthy Ageing Grant scheme. Visit [www.dss.gov.au](http://www.dss.gov.au) for more information

## Conditions of Application:

1. All information collected will be used only for the purpose of assessing applications; information will not be disclosed to third parties or stored more than one month beyond the assessment period unless you are a successful applicant. Applications will be stored securely by the Vic / Tas DTSC.
2. Applications will be subject to review by the DTSC National Leadership Group (NLG). During this process applicants may be contacted to provide further clarification or additional detail to their applications.
3. Unsuccessful applicants will be notified.
4. Applicants must meet any costs associated with their application.
5. Successful applicants will be required to submit a progress report and a final report to the DTSC National Leadership Group. Final reports will be made available to the Department of Social Services. Part payment of funds will be tied to progress. An initial part payment in line with start-up costs will be available.

## Key dates

Closing date for the application: **1<sup>st</sup> June 2015**

Notification to successful applicants: no later than **13<sup>th</sup> June 2015**

Commencement workshop: **8<sup>th</sup> and 9<sup>th</sup> July 2015, in Melbourne**

## For more information contact:

Dr Margaret Winbolt

Director

The Victoria and Tasmania Dementia Training Study Centre

Email: [margaret.winbolt@latrobe.edu.au](mailto:margaret.winbolt@latrobe.edu.au)

Tel: 03 9479 5983

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## Application Form

### 1. Applying organisation information

Name of organisation	
RACF number	
Address	
Applicant name (Applying manager/representative)	
Position/Role	
Email	
Phone	
Mobile Phone	

### Declaration

I \_\_\_\_\_ declare

that I accept the conditions of this application and that all information contained within or pertaining to this application is true and accurate at the time of submission and that no relevant information has been withheld.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 2. Fellowship Nominations

**Nominee: Environmental Design critical practice area**

Surname or Family Name		
Given or First Name		
Place of Employment		
Professional Discipline		
Professional Qualifications		
Current position/role within your organisation		
Residential Address		
Postal Address (if different)		
Email		<input type="checkbox"/>
Work Phone		<input type="checkbox"/>
Mobile Phone		<input type="checkbox"/>
<b>Please attach a Curriculum Vitae/resume</b>		

## About the proposed environmental design practice improvement project

Please provide a description of the proposed project (No more than 4 pages)

Critical practice area	Environmental design
Project title	
Project aims	
Provide a summary of the evidence the project will translate into practice	
Describe how the project will benefit people with dementia	
Provide a brief project plan	
Describe how the practice change will be sustained beyond the 12 month Fellowship period	
Provide a description of how Fellowship funds will be used in the conduct of the project	

### Nominee declaration

I \_\_\_\_\_ agree to being nominated for the DTSC National Practice Improvement Program Fellowship and declare that all information contained within or pertaining to this application is true and accurate at the time of submission and that no relevant information has been withheld.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Nominee: Sexuality and dementia critical practice area

Surname or Family Name		
Given or First Name		
Place of Employment		
Professional Discipline		
Professional Qualifications		
Current position/role within your organisation		
Residential Address		
Postal Address (if different)		
Email		<input type="checkbox"/>
Work Phone		<input type="checkbox"/>
Mobile Phone		<input type="checkbox"/>
<b>Please attach a Curriculum Vitae/resume</b>		



## About the proposed sexuality and dementia practice improvement project

Please provide a description of the proposed project (No more than 4 pages)

Critical practice area	Sexuality and dementia
Project title	
Project aims	
Provide a summary of the evidence the project will translate into practice	
Describe how the project will benefit people with dementia	
Provide a brief project plan	
Describe how the practice change will be sustained beyond the 12 month Fellowship period	
Provide a description of how Fellowship funds will be used in the conduct of the project	

### Nominee declaration

I \_\_\_\_\_ agree to being nominated for the DTSC National Practice Improvement Program Fellowship and declare that all information contained within or pertaining to this application is true and accurate at the time of submission and that no relevant information has been withheld.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Nominee: Responding to behavioural and psychological symptoms of dementia (BPSD) critical practice area

Surname or Family Name		
Given or First Name		
Place of Employment		
Professional Discipline		
Professional Qualifications		
Current position/role within your organisation		
Residential Address		
Postal Address (if different)		
Email		<input type="checkbox"/>
Work Phone		<input type="checkbox"/>
Mobile Phone		<input type="checkbox"/>
<b>Please attach a Curriculum Vitae/resume</b>		

## About the proposed responding to behavioural and psychological symptoms of dementia (BPSD) practice improvement project

Please provide a description of the proposed project (No more than 4 pages)

Critical practice area	Responding to behavioural and psychological symptoms of dementia (BPSD).
Project title	
Project aims	
Provide a summary of the evidence the project will translate into practice	
Describe how the project will benefit people with dementia	
Provide a brief project plan	
Describe how the practice change will be sustained beyond the 12 month Fellowship period	
Provide a description of how Fellowship funds will be used in the conduct of the project	

### Nominee declaration

I \_\_\_\_\_ agree to being nominated for the DTSC National Practice Improvement Program Fellowship and declare that all information contained within or pertaining to this application is true and accurate at the time of submission and that no relevant information has been withheld.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Nominee: Medication management in the care of people with dementia critical practice area

Surname or Family Name		
Given or First Name		
Place of Employment		
Professional Discipline		
Professional Qualifications		
Current position/role within your organisation		
Residential Address		
Postal Address (if different)		
Email		<input type="checkbox"/>
Work Phone		<input type="checkbox"/>
Mobile Phone		<input type="checkbox"/>
<b>Please attach a Curriculum Vitae/resume</b>		

## About the proposed medication management in the care of people with dementia practice improvement project

Please provide a description of the proposed project (No more than 4 pages)

Critical practice area	Medication management in the care of people with dementia
Project title	
Project aims	
Provide a summary of the evidence the project will translate into practice	
Describe how the project will benefit people with dementia	
Provide a brief project plan	
Describe how the practice change will be sustained beyond the 12 month Fellowship period	
Provide a description of how Fellowship funds will be used in the conduct of the project	

### Nominee declaration

I \_\_\_\_\_ agree to being nominated for the DTSC National Practice Improvement Program Fellowship and declare that all information contained within or pertaining to this application is true and accurate at the time of submission and that no relevant information has been withheld.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Completed applications should be submitted by email or mail to:**

Margaret Winbolt

Director

The Victoria and Tasmania Dementia Training Study Centre

Email:

[margaret.winbolt@latrobe.edu.au](mailto:margaret.winbolt@latrobe.edu.au)

Mail:

Margaret Winbolt

c/o ACEBAC/AIPCA

Level 5 Health Sciences 2

La Trobe University

Kingsbury Drive

Bundoora

Victoria 3086

**The closing date for applications is TBC**

For more information about the DTSC visit [www.dtsc.com.au](http://www.dtsc.com.au)