



**Civil Monetary Program (CMP) Grant 4th Quarter 2024 Report (October-December 2024)
Comprehensive Respiratory Protection Program (RPP) for PA Skilled Nursing Facilities (SNFs)**

CMP Grant 4th Quarter 2024 Report

This report will serve as a detailed and thorough overview of RPP's key milestones and activities. The performance period for this project ran from September 1, 2023 to December 31, 2024. APIC Consulting successfully submitted all deliverables, except for the course completion requirements for both the APIC Long-Term Care Infection Preventionist (LTC IP) Essentials Online Course and the RPP Training. The detailed summary below elaborates on key tasks to provide an understanding of the project's scope and outcomes. The numbers contained in this report reflect those reported from the final report which ran through December 15, 2024.

Reporting Schedule and Submission

Across the project's lifespan, APIC Consulting adhered to a structured reporting schedule, submitting weekly reports every Wednesday, beginning on August 14, 2024, and monthly reports on the 15th of the subsequent month, beginning in August. The reports were cumulative, meaning that information from prior weeks and months was retained and total counts were updated. APIC Consulting also submitted a quarterly (August, September, October) report, on December 11, 2024, per the work statement. These reports kept the Department updated about enrollment data, project outreach, completion rates, and progress in reaching goals. The following summary contains reported information from APIC Consulting.

APIC Membership and LTC IP Essentials Course Enrollment and Completion Data

- Total Number of SNFs and Staff Successfully Enrolling in APIC Memberships and APIC LTC IP Essentials Online Course
 - A total of 473 SNFs and 919 staff successfully received APIC Memberships and enrolled in the APIC LTC IP Essentials online course.
- Total Number of Staff and SNFs Successfully Completing the APIC LTC IP Essentials Online Course
 - A total 67 staff, representing 7.3%, successfully completed the APIC LTC IP Essentials online course.
 - Successful SNF completion occurs when two (2) staff completed the APIC LTC IP Essentials online course. (N = 394) A total of 7 SNFs, accounting for 1.8%, successfully completed the APIC LTC IP Essentials online course.
- Description of Staff Who Enrolled in APIC Membership and LTC IP Essentials Online Course

The job titles of the 919 staff who enrolled in APIC Membership and the LTC IP Essentials online course were captured at the point of enrollment. The most common titles included Infection Preventionist (402 or 44% of staff enrolled) and Directors of Nursing (233 or 25% of staff enrolled). The balance of job titles varied and included but were not limited to the following roles.

 - Administrator, Executive Director
 - Clinical Coordinator, Clinical Nurse Manager, Director of Clinical Services



- LPN, RN, RN Supervisor, Assistant Director of Nursing
- Educator, Nurse Educator
- Percent of Those Who Completed the APIC LTC IP Essentials Online Course
All data regarding the percentage of SNF staff who completed the APIC LTC IP Essentials Online Course, categorized by PA region and bed size, is shown below.

Table 1: Number and Percent of Enrolled SNF Staff Stratified by Region and Bed Size

Region	Bed Size								
	Small Facility (Less Than 95 beds)			Medium Facility (95 to 130 Beds)			Large Facility (More Than 130 Beds)		
	Number of Enrollees Who Completed the Course (Numerator)	Total Number of Enrollees (Denominator)	Percent of Enrollees Who Completed the Course	Number of Enrollees Who Completed the Course (Numerator)	Total Number of Enrollees (Denominator)	Percent of Enrollees Who Completed the Course	Number of Enrollees Who Completed the Course (Numerator)	Total Number of Enrollees (Denominator)	Percent of Enrollees Who Completed the Course
North Central	4	20	20%	0	25	0%	0	16	0%
Northeast	1	46	2%	1	39	3%	4	35	11%
Northwest	6	34	18%	4	34	12%	3	37	8%
South Central	3	50	6%	4	40	10%	6	39	15%
Southeast	15	123	12%	5	84	6%	3	121	2%
Southwest	1	42	2%	5	76	7%	2	58	3%
Total	30	315	10%	19	298	6%	18	306	6%

Most of the enrollees were from the Southeast region of Pennsylvania. Northwest (12%) and South Central (10%) regions had the highest rates of completion based on the total number of staff enrolled, compared to Northeast and Southwest, which had the lowest rates of completion (5%).

North Central (20%), followed by Northwest (18%) had the highest completion for small facilities while Northwest (12%) and South Central (10%) had the highest completion for medium facilities. South Central (15%) and Northeast (11%) had the highest completion for large facilities.

RPP Training Course Enrollment and Completion Data

- Percent of SNFs With One or More Staff Enrolled in the RPP Training
Four hundred and seventy-three (473) out of the 661 eligible, licensed facilities had at least 1 staff enrolled in the RPP training course (72%).



- a. PA Region:
 - o The Northwest region had the highest percent of eligible SNFs enrolled in the RPP training (77%). The Southeast region had the lowest participation rate (68%).

Table 2: Number and Percent of SNFs With One or More Staff Enrolled in the RPP Training Course

Region	Number of SNF Enrolled (Numerator)	Number of Facilities in the Region (Denominator)	Percentage of Enrollments per Region
North Central	31	43	72%
Northeast	62	83	75%
Northwest	55	71	77%
South Central	66	89	74%
Southeast	165	241	68%
Southwest	94	134	70%
Total	473	661	72%

- b. Three SNF categories based on bed size:
 - o North Central and Northeast (85%), had the highest enrollment for small facilities, while South Central (83%) had the highest completion for medium facilities. Northwest (95%) had the highest enrollment for large facilities.

Table 3: Number and Percent of Enrolled SNFs in the RPP Training Course Stratified by Region and Bed Size

Region	Bed Size								
	Small Facility (Less Than 95 beds)			Medium Facility (95 to 130 Beds)			Large Facility (More Than 130 Beds)		
	Number of SNFs Enrolled (Numerator)	Number of Facilities in the Region (Denominator)	Percentage of Enrollments per Region	Number of SNFs Enrolled (Numerator)	Number of Facilities in the Region (Denominator)	Percentage of Enrollments per Region	Number of SNFs Enrolled (Numerator)	Number of Facilities in the Region (Denominator)	Percentage of Enrollments per Region
North Central	11	13	85%	12	16	75%	8	14	57%
Northeast	23	27	85%	20	30	67%	19	26	73%
Northwest	17	24	71%	18	26	69%	20	21	95%
South Central	26	34	76%	19	23	83%	21	32	66%
Southeast	58	81	72%	45	70	64%	62	90	69%
Southwest	22	38	58%	41	52	79%	31	44	70%
Total	157	217	72%	155	217	71%	161	227	71%

- Total Number of SNFs that Have Successfully Completed the RPP Training
A total of 83 SNFs had at least one person that successfully completed the RPP Training. Successful course completion is defined as completing all educational components and achieving a passing score of 80% or higher.
- Total Number of Staff Who Have Successfully Completed the RPP Training



A total of 103 staff successfully completed the RPP Program Training. Successful course completion is defined as completing all educational components and achieving a passing score of 80% or higher.

- Overall Average Score of the Post-Course Competency Assessment in the RPP Training
The overall average score of the RPP Training post-course competency assessment was 88%.
- Average Number of RPP Trainings Completed by Region
The average number of RPP Trainings completed by region is calculated against the total number of enrollments in that region. The North Central region had the highest average number of RPP Trainings completed (18%), while the Southwest region had the lowest (7%).

Table 4: Number of SNF Staff Who Completed the RPP Training Course and Average Competency Test Scores Stratified by Region

Region	Number of Enrollees Who Completed the Course (Numerator)	Total Number of Enrollees Per Region (Denominator)	Percent of Enrollees Who Completed the Course Per Region	Average Pre-Test	Average Post Test	Difference between Pre and Post Test
North Central	11	61	18%	76%	86%	10%
Northeast	9	120	8%	78%	88%	10%
Northwest	17	105	16%	79%	89%	10%
South Central	20	129	16%	79%	90%	10%
Southeast	33	328	10%	77%	88%	11%
Southwest	13	176	7%	78%	92%	13%
Total	103	919	11%	78%	89%	11%

2

Collaboration with Local Organizations

Over the course of the project, APIC consulting worked with several local organizations to aid in their efforts to garner participation in the project. These organizations include APIC (approximately 5,000 emails distributed), Pennsylvania Patient Safety Authority (PSA), Pennsylvania Association of Directors of Nursing Home Administrators (PADONA), Pennsylvania’s quality innovation network, Quality Insights (QI), Leading Age PA, Pennsylvania Health Care Association (PHCA), Pennsylvania Department of Health Long Term Care Transformation Office (LTCTO), Department of Health’s Quality Assurance Deputate, and Pennsylvania Society for Post-Acute and Long-Term Care Medicine (PMDA). Their involvement was instrumental as it enhanced reach and visibility, facilitated credibility and trust, and targeted marketing to specific groups.

Biweekly and Ad-Hoc Meetings



Throughout the project lifecycle, the Department and APIC Consulting maintained a consistent schedule of biweekly meetings to ensure ongoing coordination and progress. Additionally, we arranged ad-hoc meetings as necessary to address any critical or immediate issues that arose. This approach allowed us to remain agile and responsive, ensuring that we can promptly address any challenges and keep the project on track.

Deliverables Achieved

- Enrollment opened via single sign-on process (for RPP Training Program, APIC Membership, and LTC IP Essentials course) on August 1, 2024. It closed on December 31, 2024.
- The RPP training course was developed by APIC Consulting and approved by the Department prior to the course launch on September 1, 2024. The course was uploaded in APIC's Learning Management System (LMS). Recordings, modules, and supplemental materials were provided to the Department on December 23, 2024.
- The recruitment and outreach plan was approved by the Department prior to initiating staff enrollment on August 1, 2024.
- The evaluation plan outlining how data was collected was approved by the Department prior to commencing recruitment on August 1, 2024.
- RPP Training Course Enrollment
 - Open enrollment: August 1 – December 31, 2024
Work Statement goal (I.C. and I.E.2.): Enroll at least one (1) staff member from up to 50% (331) of the 661 SNFs
 - 473 SNFs enrolled at least one staff member
 - 72% of eligible SNFs participated
 - 919 total staff enrolled
- APIC National Membership and LTC IP Essentials Course Enrollment
 - Open enrollment: August 1 – December 31, 2024
Work Statement goal (I.G. and I.I): Enroll two (2) persons (992 people) for up to 75% (496 SNFs) of the state's 661 licensed SNFs to receive a one (1)-year APIC National Membership and complete the APIC LTC IP Essentials online course.
 - 394 SNFs enrolled two staff
 - 60% of 661 licensed SNFs enrolled two (2) staff
 - 919 total staff enrolled (93% of 992 staff goal)
 - 473 total SNFs enrolled at least one staff member (72% participated)
- Final report submitted to the Department on December 31, 2024.

Deliverables Not Met



As mentioned above, a total of 7 SNFs, representing 1.8%, and 67 staff members, accounting for 7.3%, successfully completed the APIC LTC IP Essentials online course. This was less than the agreed upon work statement required up to 75% (998 individuals) of the state's licensed SNFs to complete the online course.

Eighty-three SNFs (103 staff members) successfully completed the RPP training. This was less than the agreed upon work statement which stipulated that 50% (333) of the licensed SNFs complete the RPP training.

APIC Consulting did not fulfill the course completion requirement for staff members enrolled in RPP within the contracted period. Factors contributing to these deficits included a significant delay in starting enrollment (August 1, 2024). The limited timeframe did not provide the facility staff, who already have demanding schedules, with sufficient time to both initiate and complete the necessary training courses. Consequently, the compressed schedule proved inadequate for ensuring all staff members could fully engage with and finish the course within the remaining contract period. These deliverables were not met.

No Cost Extension

On December 18, 2024, APIC Consulting held a meeting and explained that the facility staff enrolled in RPP could use more time to complete the educational content before the course was set to expire on December 31, 2024. APIC Consulting proposed extending access to the course until December 31, 2025, without any additional costs. This required the Department's approval. Department leadership reviewed the explanation and the reasons for the extension request, finding them acceptable if a no cost extension was granted. This was completed on December 31, 2024.

Invoice Submission and Budget Adjustments

Since the beginning of State Fiscal Year 2 (SFY2) (July 2024 through December 2024), we have requested APIC Consulting to hold off on submitting additional invoices, as an encumbrance adjustment and budget revision rollover (BRR) needed to be completed before the contract end date of December 31, 2024. Due to an influx of contract activity, it took our procurement team several months to update the budget with the encumbrance adjustment. On December 5, 2024, the encumbrance adjustment was completed and the BRR procedures commenced. We were able to expedite the submission of the BRR package and on December 24, 2024, the BRR was approved. APIC Consulting successfully submitted all invoices for SFY2. As of January 10, 2025, our administrative staff reviewed and approved them. After treasury issues payments, liquidation procedures will proceed.