

**Purpose:** The purpose of this application is to reimburse infection prevention and control (IPC) educational and N-95 fit testing expenses to Nebraska long-term care facilities that participate in the long-term care facility (LTCF) strike team project. Individual staff are not eligible for reimbursement.

**Who is eligible for reimbursement?**

1. Skilled Nursing facilities, and Assisted Living Facilities meeting the following criteria:
  - a. Skilled Nursing facilities are recommended to meet all 4 criteria set out below. However, facilities are eligible to apply for reimbursement upon meeting any of the four criteria:
    - i. Train at least 2 staff members as infection preventionist between August 2022 and March 2024 in a nationally or regionally recognized infection preventionist training course consisting of a minimum 14 hours of training. Staff must not have received a formal infection preventionist training in the three years prior to taking this training.
    - ii. Train frontline staff (numbers based on size of the facility as follows) on the basic infection control topics to serve as “infection control champions” for the facilities. Training must consist of a minimum of 3-hours, include topics of hand hygiene, standard precautions, transmission-based precautions and environmental cleaning and disinfection, be either regionally or nationally recognized, and must be completed between August 2022 to March 2024 to be eligible for reimbursement.
      - o Facilities with >175 licensed beds must train at least 12 frontline staff
      - o Facilities with 125-174 licensed beds must train at least 10 frontline staff
      - o Facilities with 75-124 licensed beds must train at least 7 frontline staff
      - o Facilities with 50-74 licensed beds must train at least 5 frontline staff
      - o Facilities with <50 licensed beds must train at least 3 frontline staff
    - iii. Infection Control Champions must attend a 1-hour educational session organized by DHHS HAI/AR Program outlining their responsibilities as champions in addition to meeting the requirements of a.ii. (Note: If unable to attend any of the live virtual educational sessions for “infection control champion training”, the staff also have the option to attend the online “infection control champion training” at <https://icapasaplearning.nebraskamed.com/>)
    - iv. Facility must have performed N-95 fit-testing for >80% of their current staff within last year. Staff includes employees, consultants, contractors, volunteers, and caregivers who provide care and services to residents on behalf of the facility.
  - b. Assisted Living Facilities are recommended to meet all 4 criteria set out below. However, facilities are eligible to apply for reimbursement upon meeting any of the four criteria:
    - i. Train at least 1 staff member as infection preventionist between August 2022 and March 2024 in a nationally or regionally recognized infection preventionist training course consisting of a minimum 14 hours of training. Staff must not have received a formal infection preventionist training in the three years prior to taking this training.
    - ii. Train additional frontline staff (numbers based on size of the facility) on the basic infection control topics to serve as “infection control champions” for the facilities. Training must consist of a minimum 3-hours, include topics of hand hygiene, standard precautions, transmission-based precautions and environmental cleaning and disinfection, be either regionally or nationally recognized, and must be completed between August 2022 to March 2024 to be eligible for reimbursement.
      1. Facilities with  $\geq$ 200 licensed beds must train at least 10 frontline staff
      2. Facilities with 150-199 licensed beds must train at least 7 frontline staff

3. Facilities with 75-149 licensed beds must train at least 5 frontline staff
  4. Facilities with <75 licensed beds must train at least 3 frontline staff
- iii. Infection Control Champions must attend a 1-hour educational session organized by DHHS HAI/AR Program outlining their responsibilities as champions in addition to meeting the requirements of b.ii (Note: If unable to attend any of the live virtual educational sessions for “infection control champion training”, the staff also have the option to attend the online “infection control champion training” at <https://icapasaplearning.nebraskamed.com/>)
  - iv. Facility must have performed N-95 fit-testing for >80% of their current staff. Staff includes employees, consultants, contractors, volunteers, and caregivers who provide care and services to residents on behalf of the facility.

#### **How can Nebraska LTCF participate in LTCF strike team project?**

1. The facilities should complete an online survey to participate in LTCF strike team project. The survey is available at <https://epi-dhhs.ne.gov/redcap/surveys/?s=NRAF4YRRE9KEYCFR>.
2. Upon receipt of the survey information, Nebraska DHHS will forward the information of the facility to their local health department.
3. Local health department will reach out to the facility to discuss next steps for LTCF strike team project.

#### **How much and what do the grants fund?**

1. The grant provides funding for reimbursement of expenses related to IPC training and N-95 fit testing of the staff.
2. Reimbursements are dependent on availability of funding.
3. Facilities that meet all criteria for reimbursements may request reimbursement for any eligible educational program or N-95 fit-testing related expenses up to the maximum amount allowed for their facility based on the facility type and size as follows:
  - a. Skilled Nursing Facilities maximum reimbursement will be based on the number of licensed beds as follows:
    - i. Facilities with  $\geq 175$  licensed beds can request a maximum of \$11,800 in reimbursement
    - ii. Facilities with 125-174 licensed beds can request a maximum of \$10,500 in reimbursement
    - iii. Facilities with 75-124 licensed beds can request a maximum of \$8,800 in reimbursement
    - iv. Facilities with 50-74 licensed beds can request a maximum of \$7,500 in reimbursement
    - v. Facilities with <50 licensed beds can request a maximum of \$6200 in reimbursement
  - b. Assisted Living Facilities maximum reimbursement will be based on the number of licensed beds as follows:
    - i. Facilities with  $\geq 200$  licensed beds can request a maximum of \$9,000 in reimbursement
    - ii. Facilities with 150-199 licensed beds can request a maximum of \$7,300 in reimbursement
    - iii. Facilities with 75-149 licensed beds can request a maximum of \$6,000 in reimbursement
    - iv. Facilities with <75 licensed beds can request a maximum of \$4,700 in reimbursement
4. **Reimbursements requested for the educational programs and N-95 fit testing expenses combined must be less than or equal to the maximum amount allowed for the facility based on the facility type and size or the reimbursement will be denied.**

#### **What educational programs are eligible for reimbursement?**

1. The following courses are approved for reimbursement:
  - a. State or nationally recognized infection preventionist training [e.g. training offered by Nebraska Infection Control Network (NICN), Association for Professionals in Infection Control and Epidemiology (APIC), American Healthcare Association (AHCA)/ National Center for Assisted Living (NCAL) or the Centers for Disease Control and Prevention (CDC)]
    - i. For infection preventionist training – Certificate of completion for entire training is required
    - ii. For infection control champions training – Certificate of completion of at least 3 hours training is required
  - b. Other related courses (subject to HAI/AR Program Approval)

- i. DHHS may not reimburse the full cost of these courses
- ii. If you have any questions on eligibility, please contact Kyle Strand at [kyle.strand@nebraska.gov](mailto:kyle.strand@nebraska.gov).

**What educational program expenses are eligible for reimbursement?**

1. The following IPC educational training expenses between August 2022 and March 2024 are eligible for reimbursement:
  - a. Educational training course fees
  - b. Staff time spent on education
  - c. Lodging cost related to taking the course
  - d. Travel related cost (airfare or mileage at Nebraska state mileage reimbursement rate) related to taking the course

**What N-95 fit testing expenses are eligible for reimbursement?**

1. The following fit testing expenses between August 2022 and March 2024 are eligible for reimbursement:
  - a. Staff time spent in getting trained in how to perform fit testing; and
  - b. Staff time spent in performing N-95 fit testing at the facility

**What additional documentation is needed for reimbursement?**

1. Facilities will need to provide the names of the staff who were trained as infection preventionists and infection control champions along with their certificate of completion.
2. If requesting for reimbursement for staff time, facilities will need to complete the “staff time reimbursement attestation form” provided by the DHHS
3. If requesting reimbursement for expenses related to course fees, lodging or travel expenses related to IPC education, submit relevant receipts and “airfare/mileage reimbursement form”.
4. DHHS reserves the right to request further documentation.
5. Incomplete forms or documentation will not be processed until they are complete. Incomplete applications may be denied.
6. Invoices will be submitted to Nebraska DHHS through an online REDCap form found here: <https://epi-dhhs.ne.gov/redcap/surveys/?s=JCMRD8YC9APPNFAE>

**Do the facilities need to wait until all four criteria are met before applying for reimbursement?**

1. Facilities do not need to wait until all four criteria are met before applying for reimbursement. Invoices can be submitted either individually for each criterion or together for multiple criteria.
2. Facilities choosing to submit reimbursement request on multiple occasions (each time for different criterion/criteria), should keep track of total amount requested through all the submissions. Combined expenses requested for reimbursement through all the submissions must be less than or equal to the maximum amount allowed for the facility based on the facility type and size or the reimbursement will be denied.

**What are the deadlines for participating in the project and for requesting reimbursements?**

1. Facilities must complete the participation survey (available at <https://epi-dhhs.ne.gov/redcap/surveys/?s=NRAF4YRRE9KEYCFR>) by **Friday, January 12<sup>th</sup>, 2024** or their reimbursement request will be denied.
2. Additionally, facilities must submit all the reimbursement request (using online REDCap form available at <https://epi-dhhs.ne.gov/redcap/surveys/?s=JCMRD8YC9APPNFAE>) by **Tuesday, April 30<sup>th</sup>, 2024** or the reimbursement will be denied.

Please contact either Katelynn Piper at [Katelynn.piper@nebraska.gov](mailto:Katelynn.piper@nebraska.gov) or Kyle Strand at [kyle.strand@nebraska.gov](mailto:kyle.strand@nebraska.gov) with any questions.