

**Highlights from the PA NHT Conference Presentation:
“Nursing Home Transition Planning: Steps to Success”**

Three Primary Steps to Success

PLAN:

DELEGATE:

COORDINATE TASKS:

Steps to Developing the Transition Plan

STEP #1: (PLAN)

Conversation(s) with the consumer during which all 12 components of a transition plan are discussed and task areas identified

STEP #2: (PLAN)

Build the transition team. Determine who may be able to complete each task and then meet with those individuals to discuss feasibility.

STEP #3: (DELEGATE)

Assign tasks to transition team members along with a general date for completion of each task. Give each team member a copy of the “to do” list so everyone knows how their task fits in to the larger transition plan.

STEP #4: (COORDINATE)

Follow up with everyone throughout the timeline of the transition plan and ensure that all tasks are being completed.

BEST PRACTICES

1. Build a team that will work with the consumer and you to complete a successful transition

2. Discover people's strengths and utilize them – access all available resources

3. Engage consumers, nursing facility staff, family members and others in the development of the transition plan

4. Use your time efficiently! Coordinate – connect people to the experts
