

## Chelsea Ridley

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**From:** Hanna, Kimberly <KHanna@tnitech.edu>  
**Sent:** Tuesday, October 9, 2018 4:04 PM  
**To:** Chelsea Ridley  
**Cc:** Hurley, Shelia  
**Subject:** FW: Report Details  
**Attachments:** July 9thMeeting Notes.docx; Agenda815Music and Memory.docx; 917Notes from the music and memory meeting.docx; ModifiedKemer table.docx; Kemper.pdf; MOSES Tool.docx; MOSES1987.pdf; Patient <sup>3</sup>Lightening-Up<sup>2</sup> Rating Scale (PLRS).docx

Dear Chelsea,

Here are the list of questions that needed answering. Dr. Shelia Hurley and I have provided the answers in bold. Please review and advise how to proceed. In addition, we have provided attachments.

Prior to submitting reports to CMS we try to review all reports and provide feedback to strengthen reports. Before I submit the report to CMS, do you mind clarifying/providing the following items in the narrative report? I think the more details that can be provided related to meeting project deliverables and project activities, the better.

1. Do you have meeting notes and/or an agenda for the meeting held on July 9, 2018? Also, do you mind to expend upon the planning with agencies for certification training and scheduling? Are there specific dates set? If so, do you mind providing those dates? This may be a good opportunity for myself or Jacy Weems (Asst. Director) to attend one of the certification trainings. **We have attached notes from 3 meetings. This will answer questions about trainings.**
2. Do you mind providing a copy of the Music & Memory Welcome letter? Also, do you have materials used in the training for University faculty and staff involved in the grant? **Will send additional email with attached Welcome Letters.**
3. Can you provide a copy of training materials used for project measurement tools and collection process? (1. Multidimensional Observation Scale for Elderly Subjects (MOSES); 2. Positive Physical Demeanor Scale for caregivers; 3. Kemper et al. (2004) questionnaire (modified)) **These tools were provided in the original grant - attached**
4. Have you began to assess the residents that are prescribed antipsychotic medications at each facility? If so, can you provide a high level overview of that process and baseline numbers that have been obtained? **No we have not gathered any data yet**
5. You mention beginning to train facility administrators through Music and Memory. When do you plan t to train front line staff members and other staff throughout the facility? **Through Music and Memory online webinar trainings. See upcoming activities**
6. You mention beginning to introduce music and memory to facility staff, patients and families. How will this be done? Will you be attending resident and family council meetings, staff meetings, or will you schedule specific training times? If you have materials developed, would you mind sharing that information? **Initial phone contact with facility, Welcome letter on Oct 10<sup>st</sup>, starting Oct 22<sup>nd</sup> visit facilities to begin to identify staff and potential patients. The families may receive a welcome letter, faculty will contact power of attorney of patients to discuss potential participation and consent will be from the power of attorney.**
7. When do you plan to do pre-assessment for nursing staff an nursing students' attitudes as outlined in the application? **Pre-assessment of staff will be before training at each facility, pre-assessment of students will be in the spring prior to training as well.**

Once we receive this information and the financial report, I will submit the final version to CMS and copy you on correspondence.

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