ACAP

Adult Children of Aging Parents

Curriculum

Updated May 10, 2023

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MODULE 1:

Healthy Aging

Program 1.1   Finding and Using Senior Services in Your Local Community

Program Overview

As we age, most of us will identify service and support needs that will require us to engage with a new system of services, to learn new terminology, and to communicate with a new set of professionals. We may recognize these needs gradually for our parents, or for ourselves, and we may have time to prepare. However, we also may have these needs thrust upon us following an accident, a medical diagnosis, or a hospitalization. Either way, finding the appropriate agencies and professionals to address these needs can be overwhelming to adult-children, their parents, and other family members.

Whenever possible, knowing where to go and whom to contact in the community before there is a crisis is essential in helping adult-children and other family caregivers feel more informed and less stressed. This introductory program will help participants to become more knowledgeable about the full array of services and resources available in the local community for people who are aging and to help caregivers wherever they are in their caregiving journey.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) The array of government and private services and supports available in your community to assist people who are aging and their caregivers;
2) Contact information and useful print and web-based materials to help you recognize and begin addressing the service needs of your aging parents; and
3) The importance of identifying questions to ask and issues to consider as you choose and use services to support your aging parents to address their physical and sensory changes, manage their health and medical needs, organize their home care, plan alternative housing if needed, document their legal wishes, seek nutrition and recreation opportunities, and address current and anticipated transportation issues.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging or another governmental agency that manages publicly-funded services for the aging to secure the professional who provides information about services and resources. Often, an Area Agency on Aging office has a family caregiver support specialist on staff who knows community resources for the aging and would be an appropriate facilitator for this program.
2) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a speaker who is knowledgeable about the full array of resources and supports available to aging persons and their caregivers.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ This program is designed to provide an overview of the service needs likely to be identified by caregivers as their parents age, along with the local resources available to address them. It is one of the most frequently requested ACAP programs, and we suggest that chapters offer it as a "kick-off" program once a year. The facilitator should be chosen carefully: choose a speaker who can speak knowledgeably and broadly about all community resources for those who are aging without highlighting or promoting one specific need or service option.
- ✓ At the beginning of this program, you may wish to invite participants to complete the ACAP Program Needs Assessment to identify their specific educational needs and, thus, prioritize future programs.
- ✓ Consider offering this program annually.
- ✓ Consider using a program facilitator from the Area Agency on Aging to present the program and to have one or more tables set up as a "resource fair" before and after the program for participants to stop by individually to pick up brochures and business cards and ask questions pertinent to their caregiving needs.
- ✓ Every community has a unique array of services and resources. Use the program facilitator and your community's professional organizations and advocacy groups to personalize the array of resources to discuss during this program and to spotlight during the "resource fair." Use the resources below to help guide your selections.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.aarp.org
AARP offers a wealth of information on all aspects of aging and caregiving. It is an excellent tool for chapter coordinators and program facilitators to use to finalize the content for this program. It is also an excellent website for caregivers to bookmark.

www.medicare.gov
Governmental site for questions about Medicare eligibility, benefits, and services. It is a good resource for caregivers to bookmark.

www.medicaid.gov
Governmental site for questions about Medicaid eligibility, benefits, and services. It is a good resource for caregivers to bookmark.

www.ssa.gov

Governmental site for questions about all social security programs: retirement, Supplemental Security Income (SSI), and Social Security Disability Insurance (SSDI). It is a good resource for caregivers to bookmark.

www.va.gov

Governmental site for veterans about eligibility, benefits, and services. It is a good resource for caregivers who have family members with military service to bookmark.

Other online and app resources that may be helpful to support caregiving:
- Life 360-GPS tracking
- Lyft or Uber transportation services
- GoodRx.com for medication by mail delivery
- Zoom/Skype/Facetime to connect with family
- Telehealth option for doctor appointments
- Silver Surf App – to enlarge iPhone text and keys for better use of cell phones
- Other technologies: program Alexa/Siri for reminders for medications, exercise, inhaler use, eating, bladder training, drinking water, etc.
- Life Alert for safety
- Medication management options to explore: pill boxes, local pharmacy delivery, home health to assist with medication administration

Program 1.2   Recognizing and Managing Anxiety and Depression in Older Adults

Program Overview

Anxiety and depression are frequently associated with aging. They may be a result of specific health and medical conditions and/or they may be the result of physical and social losses. Symptoms that appear to be anxiety or depression may be a result of medication or even sleep issues.

How do we determine whether our loved one is experiencing anxiety, depression or something else? How can we help them determine what is prompting the emotional distress? What are some strategies for helping our parents better understand and deal with their distress? What professional(s) should be involved?

This program will help adult-children understand and differentiate between anxiety and depression, recognize the characteristics and potential causes, and offer tips for communicating with loved ones and key professionals to effectively manage the symptoms.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate an awareness of and knowledge about:
1) The characteristics and potential causes of anxiety and depression as people age;
2) Tips for recognizing anxiety and depression; and
3) Strategies for communicating with aging loved ones and key professionals to involve in managing the symptoms.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting a local hospital or private psychology practice to identify a licensed psychologist, social worker, or counselor with experience in counseling services with older adults and their families.
2) Contacting a local university with a department of counseling, social work or psychology, a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a licensed psychologist, counselor, or social worker to identify a licensed professional with experience in counseling services with aging persons and their families.
3) Contacting a local senior center, senior residential program, home care agency, or Area Agency on Aging to identify a licensed psychologist, social worker, or counselor with geriatric specialization who provides resources and supports to aging persons and their families.

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Program Suggestions

- ✓ Consider contracting with a licensed professional to lead a monthly support group for adult-children who attend ACAP programs to help them discuss program information and resources and to explore strategies for caregiving with their parents.

- ✓ Consider setting up and having a routine of video chats using Zoom, Skype, FaceTime, etc., to further support for caregivers.
- ✓ Contact insurance companies for the availability of in-network agencies and resources to assist with in-home emotional support.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.cdc.gov/aging/depression/
The Centers for Disease Control and Prevention (CDC) offers excellent information about depression among elders, entitled "Depression Is Not a Normal Part of Growing Older," that may be appropriate for program development as well as resources for caregivers.

BetterHelp.com
BetterHelp offers access to licensed, trained, experienced, and accredited psychologists (PhD/PsyD), marriage and family therapists (LMFT), clinical social workers (LCSW/LMSW), and board licensed professional counselors (LPC). BetterHelp.com offers professional therapy that is accessible, affordable, and convenient so that anyone who struggles with life's challenges can get help any time and anywhere.

www.gmhfonline.org
The Geriatric Mental Health Foundation raises awareness of psychiatric and mental health disorders affecting the elderly, eliminates the stigma of mental illness and treatment, promotes healthy aging strategies, and increases access to quality mental health care for the elderly. The Foundation offers educational brochures for older adults and their families and find-a-doctor features, which lists members of AAGP. Learn more at www.GMHFonline.org.

Program 1.3   Healthy Eating and Nutritional Needs for Aging Adults

Program Overview

Some days, it feels like everything we read or hear about nutrition tells us new, and frequently conflicting, information about what to eat – and what not to eat. Every adult needs proper and adequate nutrition. As we age, nutrition becomes even more important for health, functionality, and the ability to age in place and remain in the community. But as our parents age, they frequently find choosing and preparing meals challenging for a number of reasons – health conditions, medications, oral health and dental issues, depression and decreased hunger, impaired mobility and physical functioning, impaired vision, and/or impaired cognitive abilities.

How do we know what our parents should and should not eat? How do we know if they are getting adequate nutrition? What resources are available to help? This program will help participants understand the link between nutrition and functioning as we age, assess their parent's nutritional needs and patterns, and seek professional help if needed.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) The importance of nutrition and nutritional requirements as people age;
2) Issues and conditions that may impact proper and adequate nutrition, including professional swallow evaluations; and
3) Strategies and resources for addressing nutritional concerns.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging or other governmental agency that manages publicly-funded services for older adults to secure a professional who manages food and nutrition programs for seniors in your community.
2) Contacting a local university with a nutrition or food sciences program, community-based extension services, or a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a dietician, nutritionist, or other allied health professional with specialization in nutrition and aging.
3) Contacting a local senior center, senior residential program, or home care agency to identify a dietician or nutritionist with geriatric specialization who provides nutritional resources and supports to older adults and their caregivers and has experience offering educational programs.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Use a qualified dietician or nutritionist to present the program and have one or more tables set up as a "resource fair" before and after the program for participants to stop by individually and pick up

brochures, business cards, and ask questions pertinent to their nutrition and caregiving needs. Note: Be sure a resource fair does not conflict with your program sponsors, however.

✓ Seek a senior residential program that will offer a sample meal to participants.

✓ Seek resources for professional swallow evaluations.

✓ Consider addressing specialized feeding (such as tube feeding, etc.)

✓ Consider using online resources and apps such as Instacart or Grubhub.

✓ Address options for grocery pick-up and/or delivery from local grocery stores.

✓ Introduce Meals on Wheels and/or other local meal delivery services.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.eatright.org
The website for the Academy of Nutrition and Dietetics has a specific section on "seniors." This is a good resource for chapter coordinators and program facilitators to use to finalize the content for this program.

https://acl.gov/senior-nutrition
Funded by the U.S. Department of Health and Human Services, the National Resource Center on Nutrition and Aging is designed to assist the national aging network, including local nutrition programs, and national associations and state agencies involved with aging, in the implementation of the nutrition portions of the Older Americans Act. This is a good resource for chapter coordinators and program facilitators to use to finalize the content for this program.

www.dietaryguidelines.gov/resources/2020-2025-dietary-guidelines-online-materials
The Dietary Guidelines for Americans, 2020-2025 provides advice on what to eat and drink to meet nutrient needs, promote health, and help prevent chronic disease. This edition of the Dietary Guidelines is the first to provide guidance for healthy dietary patterns by life stage, from birth through older adulthood. Chapter 6 of this booklet focuses on older adults. The US Department of Health and Human Services provides micro training videos for this topic.

Program 1.4   Preventing Falls: Helping Older Adults Stay Safe

Program Overview
As our parents age, they are more prone to falling for a number of reasons. Often, a fall results in significant injury requiring immediate medical attention. All too frequently, falls have lasting effects, requiring long-term rehabilitation services, seriously affecting an older person's mobility, activities of daily living, and independence. A fall may even result in permanent health issues as well as changes in mobility, balance, confidence, and independence.

The good news is that many falls are preventable. Making even slight changes to an older adult's activities, routines, and/or making changes in the home can reduce the risk of falling and help older loved ones remain safe and more independent for longer periods of time.

This program will help adult-children understand movement and mobility challenges as loved ones age and offer specific and practical tips for preventing falls in the home and in the community.

Participant Learning Outcomes
This ACAP program will assist participants to demonstrate knowledge about:
1) The relationship between aging, mobility, balance, physical activity, and falls;
2) Strategies for assessing a parent's personal and environmental risk factors for falls; and
3) Specific and practical tips for preventing falls in the home and in the community, including addressing clutter.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a licensed occupational or physical therapist who is experienced with assessment and rehabilitation services for aging persons and their caregivers.
2) Contacting a local senior center, hospital, university, senior residential program, home care agency, Area Agency on Aging, or public recreation department to determine whether your area offers "A Matter of Balance" or other national balance training program.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Consider including experiential activities, videotapes of mobility assessments, post-program parental home visits from occupational therapy (OT) students, in addition to lecture, to assist participants in understanding risk factors for falls and strategies for preventing falls.
- ✓ Experimental activities could include blindfold activity and ear plug activity. Blindfold or add ear plugs to the participants and have them navigate with a walker or wheelchair which simulates a legally-blind, vision-impaired person, or hearing-impaired elderly.

✓ Consider including home modifications and discussion about local handy-person/ construction resources for home environment changes; i.e., installation of grab bars, ramps, etc.

✓ Discuss home health and in-home therapy for home exercise program, strength and endurance training, vestibular training, muscle retraining, bathroom safety, and car transfer safety.

✓ Consider decluttering and services to assist with the process. Clearing a walk area may mean addressing clutter in the home.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.ncoa.org/article/evidence-based-program-a-matter-of-balance

A Matter of Balance emphasizes practical strategies to reduce fear of falling and increase activity levels. Participants learn to view falls and fear of falling as controllable, set realistic goals to increase activity, change their environment to reduce fall risk factors, and exercise to increase strength and balance. This program is suitable for community-dwelling older adults, allowing small group sessions to be led by a trained facilitator. This program may be appropriate to reference and/or include in program development for caregivers who desire more extensive information and skill development.

www.cdc.gov/HomeandRecreationalSafety/Falls/index.html

The Centers for Disease Control and Prevention (CDC) has a wealth of facts about falls among elders, data and statistics, resources, and information about their falls-prevention program such as STEADI (Stopping Elderly Accidents, Deaths & Injuries) Tool Kit for Health Care Providers. This program may be appropriate for program development as well as for caregivers who desire more extensive information and skill development.

www.aota.org/About-Occupational-Therapy/Patients-Clients/Adults.aspx

The American Occupational Therapy Association (AOTA) offers fact sheets which may be appropriate for program development as well as for caregivers who desire more extensive information and skill development.

Program 1.5   Beginner's Guide: Caregiving for the Aging Adult

Program Overview

When adult children visit their aging parents who live on their own and/or who live at a geographic distance, visits "home" can provide bittersweet opportunities to observe and evaluate their parents' abilities and challenges. Sometimes the signs of decline are clearly visible – a paper trail of late or unpaid bills, poor hygiene, a neglected environment, spoiled or minimal food in the refrigerator, or suspicious dents or scratches on the vehicle or garage door. Other times, the signs are less apparent – or perhaps we excuse them or don't see them during the flurry of a holiday visit or time with siblings and extended family. What should we be looking for? What do we do when we see signs of neglect and decline?

This program will provide adult-children with practical tips and tools to use for gathering information when visiting aging parents, along with strategies for holding conversations with siblings and other family members about needs and services. In addition, this program addresses practical guidance for hands-on caregiving and when to get additional help.

Participant Learning Outcomes

This ACAP program will assist participants to be more aware of potential issues and to demonstrate the skills necessary to:

1) Identify environmental barriers in the home that might impact aging in place;
2) Identify potential needs for physical, visual, auditory, cognitive, and emotional supports;
3) Put in place simple and inexpensive resources and modifications that may enhance aging in place;
4) Provide hands-on care and when to ask for help; and,
5) Hold conversations with aging parents, siblings, and other family members about parents' needs and services.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:

1) Contacting your Area Agency on Aging or other governmental agency that manages publicly-funded services for the aging and provides resources about private services. Often, an Area Agency on Aging office has a family caregiver support specialist on staff who advises caregivers and their families about appropriate community resources and would be a suitable facilitator for this program.
2) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify an occupational therapist, social worker, licensed counselor, or other speaker who is knowledgeable about caregiving and family services available to aging persons and their caregivers.

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Program Suggestions

- ✓ Consider offering this program in November or December to coincide with family visits home for the holidays.
- ✓ Provide checklists for caregivers to use during these family home visits to informally assess their parents' physical, visual, auditory, cognitive, and emotional support needs.
- ✓ Provide information about local decluttering services.
- ✓ Consider tasks and responsibilities that may be outsourced to assist at home; i.e., food delivery, housecleaning services, caregiving services, yard management, and handy/repair services.
- ✓ Seek practical guidance for providing hands-on care and knowing when additional assistance is needed, etc.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.agingcare.com

AgingCare.com is an online resource and community for anyone caring for an aging person and includes numerous practical articles on a variety of topics. A good resource for caregivers to bookmark.

www.aarp.org

AARP offers a wealth of information on all aspects of aging and caregiving, including fact sheets and tips for understanding and supporting safe and healthy aging in place, as well as strategies for making the transition from home to other residential environments when necessary. This is a good resource for program development and for caregivers to bookmark.

Sample Budget Worksheet

This sample worksheet contains typical expenses for a household. Use this as an example handout to keep track of bills paid for a parent or for yourself. See Appendix.

Program 1.6   Effectively Managing Medications for Aging Loved Ones

Program Overview

As our parents age, for a number of reasons, they may mismanage their medications, as evidenced by missed medications, medication errors, exacerbation or decline in medical conditions, and more. As a result, high rates of hospitalization and re-hospitalization are prevalent. Missed medications, medication errors, and non-compliance often stem from knowledge deficit, physical limitations, lack of access, forgetfulness, and/or just simply being overwhelmed with so many prescriptions, or life in general.

The good news is that there is medication management assistance available to prevent medication mishaps. Making even slight changes to a parent's understanding, improving accessibility, providing organizational and reminder devices, arranging home delivery of prescriptions, etc., can help older loved ones remain safe, reduce potential hospitalizations and increase independence for longer periods of time.

This program will help adult-children understand that hospitalizations/re-hospitalizations, exacerbation of medical conditions, or declining medical conditions could be related to missed medications, medication errors, and medication non-compliance, most of which can be prevented. This program offers specific and practical tips that can be implemented by adult-children to keep their parents safely in the home and in the community.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) The relationship between aging, missed medications, medication errors and non-compliance;
2) Strategies for assessing a parent's physical, mental and environmental risk factors for missed medications, medication errors, and non-compliance; and
3) Specific and practical tips for preventing missed medications, medication errors, and non-compliance in the home and in the community.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting local or mail order pharmacies, primary care physician's office, durable medical equipment office, home health agency, hospital, or universities to identify a pharmacist, residency or medical doctor, registered nurse, nurse practitioner, or physician assistant who is experienced with varied disease processes and medical conditions as they relate to prescribed medications, medication education, medication organizational planning, and set-up for older adults and their caregivers.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Consider including actual or online pictures and/or actual or video demonstration of medication organizational devices such as manual or electronic pill box for once, twice, three, or four times a day reminder and/or a dispensary and how to fill them.

✓ Consider including actual and/or online pictures or video demonstration of electronic reminding devices such as Alexa or Siri.

✓ Consider demonstrating searching a variety of medical condition/medication educational tools from reputable websites such as medlineplus.gov or Mayo Clinic.

✓ Consider showing and demonstrating a list of Google Play Store or Apple iTunes apps available to help with medication reminders and education such as Pill Reminder and Medication tracker app, Good Rx app for pharmacy coupons that provides online doctor visits, price comparisons etc., Drugs.com app, Pill identifier and Drug Search app, etc.

✓ Consider discussing medication categories and discussing the importance of compliance such are cardiac, statins, diabetic meds, injectables, anticoagulants, diuretics, etc.

✓ Consider demonstrating cutting pills with pill cutters, discuss difficulties with swallowing and using pudding or applesauce to assist, arranging medication times for multiple prescribed times, discuss opiates (i.e., pain medications) and use of "as needed" medications (PRN), demonstrate opening prescription bottles and asking for non-childproof caps.

✓ Consider discussing and demonstrating a medication reconciliation after hospitalization such as new/changed medications in manufacturer, dosage, frequency, etc.

✓ Consider discussing adult-child's involvement, starting the conversation and taking over of parent's medication management, keeping an up-to-date, easy-to-find medication list, advance directives, etc.

✓ Consider determining whether your area offers medication management safety programs, classes, online programs, or webinars related to medication management and encouraging participation in them.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommmunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts to accompany ("The Caregiver Community") programs included in this module.

www.medlineplus.gov

This is a reputable website portal providing informative and educational information related to all medical conditions, medication education, and medication management techniques and reasons for non-compliance.

www.mayoclinic.org

This is a reputable website providing informative and educational information related to all medical conditions, medication education, and medication management techniques and reasons for non-compliance.

https://pharmacy.amazon.com/

This site compares prescription prices, provides management, home delivery, and medication packaging for ease of organization and administration.

www.pillpack.com

This website is a full-service pharmacy designed to sort meds by date and time and provide home delivery every month.

https://nabp.pharmacy

National Association of Boards of Pharmacy who could provide an expert lecturer for advice on medication management.

Program 1.7   Hospital Discharge: Understanding Instructions

Program Overview

Home after hospitalizations can be overwhelming for older adults to manage and may require additional help from family. If post-hospital adherence to discharge instructions, implementing new medications or changes, purchasing durable medical equipment, etc., are not managed in a timely manner, occurrence of re-hospitalization is probable.

Many times, due to new onset and/or exacerbation of current medical conditions, older adults are discharged home with changes such as new specialists/medical doctors, new or changes in medications, need for home services and rehabilitation (i.e., home health services, paid caregivers or wound care), need for durable medical equipment, and possibly, changes in the home environment to accommodate a decrease or impairment in functionality.

This program will help adult-children understand the components of discharge planning and services that may be provided in the home. These may include home health, in-home rehab or wound care; importance of scheduling follow-up visits with surgeons, specialists, and primary care physician; completing a medication reconciliation; picking up ordered prescriptions as soon as possible; ensuring loved ones understand medication and routine changes; assessing and purchasing needed equipment or services (i.e., 3-in-1 commode, pill boxes, shower/tub bench, meal delivery, pharmacy delivery); visiting physicians and assessing and implementing changes in home environment.

This program offers specific and practical tips that can be implemented by families to keep their older loved ones in the home and in the community.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) The relationship between post-hospital management and re-hospitalizations;
2) Strategies for assessing a parent's physical, mental, and environmental risk factors that will impact post-hospital medication management, home environment changes, follow-up with medical professionals and home health services and rehabilitation; and
3) Specific and practical tips to implement following hospital stay to reduce re-hospitalizations and enhance home safety.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting local primary care physician's offices, durable medical equipment offices, home health agencies, local hospitals, or rehabilitation centers to identify hospital social workers, charge nurses, RN case managers, discharge planners, home health registered nurses, nurse practitioners, and durable medical equipment technicians who are experienced with pre- and post-hospital discharge planning related to assessing the aged physical, mental, and environmental risk factors specifically for post-hospital medical and medication management, home environment changes, follow-up with

medical professionals, durable medical equipment and home health/rehabilitation services for aging persons and their caregivers.

2) Contacting local primary care physicians' offices, durable medical equipment offices, home health agencies, local hospitals, or rehabilitation centers to determine whether your area offers pre- and post-hospital discharge planning advice or suggestions as it relates to assessing the aged physical, mental, and environmental risk factors specifically for post-hospital medical and medication management, home environment changes, follow-up with medical professionals, durable medical equipment, and home health/rehabilitation services medication management and safety programs, classes or online programs, or webinars.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Consider discussing pre- and post-hospital discharge planning and instructions and/or appeals to discharge decisions and placement.
- ✓ Consider discussing discharge paperwork and its components related to restrictions, medication changes, medical follow up, services to provide post-hospital home health and rehab services.
- ✓ Consider discussing home environment changes and needed durable medical equipment, i.e., ramps, grab bars, hand-held shower heads, lift chairs, medical alert buttons, 3-in-1 commode, shower chairs, structural changes, etc.
- ✓ Consider discussing home delivery services, i.e., home delivery pharmacies, meal delivery, grocery deliveries, and pre-packaged medications.
- ✓ Consider discussing importance of following up with primary care physician and/or specialists.
- ✓ Consider discussing how to assess parent's needs and risk factors and not taking their word for it that they "can handle it."
- ✓ Consider discussing home health services, palliative care, hospice services, etc. for home safety assessments, medication reconciliations, wound care, etc.
- ✓ Consider discussing family involvement regarding how to start difficult conversations and how to slowly become involved.
- ✓ Consider discussing alternative living arrangements and/or in-home caregiving services if home is no longer a safe option or if additional help is needed (i.e., assisted living facility, skilled nursing facility, medical and non-medical caregiving services, etc.).
- ✓ Consider discussing who to get help from for Out of Hospital, Do Not Resuscitate, and other Advance Directives.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommmunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts to accompany ("The Caregiver Community") programs included in this module.

www.medicareadvocacy.org

This is a reputable website that provides Medicare beneficiaries guidelines for discharge planning, post-hospital placement, hospital's responsibilities, beneficiaries' responsibilities, and home health.

www.aarp.org

This is a reputable website that provides information regarding a variety of topics including post-hospital services, management and alternative care options.

https://www.medicare.gov/Pubs/pdf/11376-discharge-planning-checklist.pdf

This site provides a discharge planning checklist for patients and caregivers preparing to leave all healthcare settings.

www.cms.gov

The Centers for Medicare and Medicaid Services provide a guide for vetting Medicare-certified alternative living arrangements and home providers such as home health agencies, assisted living facilities, skilled nursing facilities, etc.

Program 1.8   Coping with Sensory Changes in Older Adults

Program Overview
The ability to see and hear typically are considered important in our ability to live independently, to drive, and to socialize with family and friends. Although vision changes and hearing losses often are associated with aging, both may be related also to medical conditions and medications. Not only can vision and hearing changes make it more difficult for a loved one to interact socially, leading to isolation and loneliness, but they also may become significant safety issues. Peripheral vision and/or changes in depth perception may make it more difficult to use stairs or to drive. Loss of hearing makes it more difficult to understand medical and financial information, hindering the ability to make informed decisions. Not being able to hear doorbells, smoke alarms, and other safety devices in the home or outside can put an older person at significant risk. Many vision and hearing losses may be lessened with adaptive aides and devices, assistive technology, and training to maximize use of residual vision and hearing, but often there is reluctance to use the adaptive equipment.

This ACAP program will help adult-children understand various types of vision and hearing losses and their functional impact on daily living, the roles of various professionals who might be involved in diagnosing and treating hearing and vision loss, and examples of aides, devices, technology, and support strategies that may help older adults live independently as they age.

Participant Learning Outcomes
This ACAP program will assist participants to demonstrate knowledge about:
1) The various types of vision and hearing loss and their potential functional impact on daily living activities;
2) The professionals who may be involved in diagnosing, treating, and supporting hearing and vision losses; and
3) The potential array of resources and strategies that may help aging parents live independently as they age.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting a local office of vocational rehabilitation services or deaf and hearing services to identify professionals with experiences in hearing and vision loss and aging.
2) Contacting a senior center, senior residential program, home care agency, or Area Agency on Aging to identify one or more professionals they use who have credentials and experiences in vision and hearing loss and aging.
3) Contacting a local university with a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify credentialed and experienced professionals.
4) Choose one or more professionals to address both vision and hearing losses. For example, an audiologist, a speech-language therapist, a low-vision rehabilitation therapist, an Orientation & Mobility (O&M) specialist, a rehabilitation teacher, or an occupational therapist (OT).

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Consider offering this as a two-part program with one program dedicated to hearing losses and the other program dedicated to vision losses.
- ✓ Explore the use of simulation glasses and ear plugs to allow participants to experience the functional impact of sensory losses as they attempt to walk, listen to and follow verbal instructions, pour a glass of water, etc.
- ✓ Provide a "resource fair" with examples of aids, devices, and modifications that might assist a majority of aging persons and provide resources to professionals and organizations to address more complex or low-incidence issues.
- ✓ Consider setting up a pre-program vision and hearing screening clinic for participants to have their vision and hearing assessed.
- ✓ Consider offering post-program home visits from university students in various disciplines to assist participants in using resources to help their parents retain their independence.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.visionaware.org/info/for-seniors/1
The American Foundation for the Blind (AFB) provides a special platform with information and resources on vision loss and aging.

www.nidcd.nih.gov/
The National Institute on Deafness and Other Communication Disorders provides an overview of age-related hearing losses and links to resources.

www.medlineplus.gov
MedlinePlus provides a wealth of information on various health and medical conditions associated with hearing and vision loss and aging.

https://www.nhtsa.gov/road-safety/older-drivers#topic-older-driver-safety
The National Highway Traffic Safety Administration (NHTSA) provides several resources to address safety concerns for older drivers.

Program 1.9   Age-Related Changes: What's Normal and What's Not

Program Overview

Developmental psychologists can help us understand life as a series of developmental stages. Each stage, for example, is associated with specific tasks that help us to move from one stage to the next, and help us to make sense of our contributions, accomplishments, challenges, and losses. As our parents age, and as we age with them, we all experience somewhat predictable biological, cognitive, and psychosocial changes.

Learning about the psychological and developmental aspects of aging can help us open a new window on our understanding of aging - enabling us to appreciate and communicate more effectively with aging family members and enabling us to be better caregivers for them - and for ourselves. This program will provide adult-child caregivers with a framework for understanding aging as a psychological and developmental process along with strategies for enhancing our relationships and experiences with the aging process and our aging parents.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) Aging as a psychological and developmental process with predictable stages and associated tasks, as well as biological, cognitive, and psychosocial changes;
2) The specific stages and tasks associated with middle adulthood (adult-child caregivers) and older adulthood (our aging parents); and
3) Communication strategies for enhancing our relationships with the aging process and our aging parents.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting a local hospital or private psychology practice to identify a licensed psychologist with experience in geriatric services and experience supporting aging persons and their families.
2) Contacting a local university with a psychology department, a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a licensed psychologist with expertise in geriatric services and experience supporting aging persons and their families.
3) Contacting a local senior center, senior residential program, home care agency, or Area Agency on Aging to identify a licensed psychologist with geriatric specialization who provides resources and supports to aging persons and their families.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Consider including experiential activities, demonstrating physical and/or sensory losses, along with lecture, to assist participants in understanding the aging process. Use the resources below to help develop your program.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.apa.org

The American Psychological Association (APA) is the largest scientific and professional organization representing psychology in the United States. APA's mission is to advance the creation, communication, and application of psychological knowledge to benefit society and to improve people's lives. The APA maintains a journal dedicated to aging and psychology with current evidence-based research and practices.

Program 1.10 Finding and Assessing Online Health Information

Program Overview

Web-based technology plays an important role in everything we do – including caregiving for our aging parents and for ourselves. The Internet allows us to collect information about health and medical conditions, review typical medications and treatments, and even research specific physicians and health care providers. Through the Internet, we can comment on facilities and services and read and discuss the experiences of other caregivers. But how do we know if the information is accurate and current? And, even when it is, what are the most effective strategies for using the information to make us more informed advocates and caregivers for our parents and for ourselves?

This program will help participants use web-based services wisely, by presenting strategies for evaluating and using web-based health and medical resources.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate the skills to:
1) Search for effective web-based health and medical issues and aging;
2) Evaluate web-based resources; and
3) Use web-based resources, so that they may be more informed advocates, and able to partner with health and medical professionals, as they help their parents manage their health and medical conditions.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting a local university with a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a librarian, nurse, or other allied health professional with specialization in web-based health and medical research.
2) Contacting your city or county library to identify a librarian or other resource staff member with experience serving aging persons.
3) Contacting your Area Agency on Aging or other governmental agency that manages publicly-funded services for the aging, a senior center, a senior residential program, or a home care agency to identify a speaker who is knowledgeable about web-based health and medical research.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Be sure there is wi-fi capability where this program is held so the presenter(s) may demonstrate multiple websites.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential

MODULE 2: Difficult Discussions and Decisions

Program 2.1   How to Have Difficult Conversations with Aging Parents

Program Overview

Talking with aging parents about their legal and financial issues, driving, and independent living can be challenging for many adult children. Rationally, we know these are important conversations to have to reduce uncertainty and minimize conflict for everyone. Emotionally, however, we may be concerned that our parents will think we are only interested in our inheritance, or that we are overly concerned about their cognitive abilities to manage their affairs. In addition, in many families, money management may be a source of tension between parents and their children, and so, having adult children ask questions and take on even minor aspects of financial management creates anxiety for everyone. Add divorced households, blended families, and extended family into the picture and you quickly understand why many of us avoid these conversations for as long as possible!

This program will help adult children prepare for and hold conversations with their aging parents about legal and financial issues, driving, and independent living so that adult children and their aging parents feel more confident that estate planning, financial decisions, driving decisions, and independent living issues are being comprehensively and effectively addressed.

Participant Learning Outcomes

This ACAP program will assist participants to be more aware of potential issues and to demonstrate the communication skills necessary to:

1) Discuss difficult financial, legal, driving, and independent living issues, including how to begin conversations and who should be involved in the discussions;
2) Discuss the range of financial and legal topics and documents that might be appropriate to discuss;
3) Ask questions and listen to your aging parents;
4) Manage conflict and negotiate compromises; and
5) Monitor financial and legal issues and documents over time and transitions.

Suggested Program Presenters

This is a broad program, focusing on how to have difficult conversations with older loved ones. Details of the various issues are important, but strengthening caregivers' skills at holding and managing the conversation is also important. Depending on the "angle" you wish to explore for this program (conversations about finances, exclusively, or discussions about finances, driving, residential options, etc.) will determine the speaker(s).

Appropriate presenters for this program may be identified by:

1) Contacting your Area Agency on Aging (AAA) to secure a list of respected local elder law attorneys who offer estate planning, geriatric care managers, counselors/therapists, social services professionals, etc. who have experience helping families work through difficult topics and who also have experience providing educational programs. AAA also typically has a family caregiver support specialist who may be an excellent speaker for this program.

2) Choosing a panel of professionals who have expertise in financial planning issues, driving, residential options, etc., and who have been highly evaluated by adult-children and their families as "family and elder-friendly."

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Every family will have unique issues that may need discussion, and the issues may require multiple discussions over time. This program is an overview of difficult conversations and strategies for holding and managing the conversations. However, for most families, topics for consideration include:
  - o Financial management: Contact information for the parents' financial planner, attorney, and accountant; location of all bank accounts, insurance policies, tax returns, a list of credit card accounts, location of mortgage or loans; monthly household finances and bill paying.
  - o Comprehensive estate planning needs and outcomes.
  - o Planning for age-related and unexpected household expenses such as making a home accessible and paying for domestic and health care in the home.
  - o Paying for nursing home or other out-of-home long-term care.
  - o Paying for funeral, cremation and end-of-life expenses.
  - o Issues related to limiting or retiring from driving.
  - o Issues related to aging in place and/or the possibility of needing to consider other residential options as the loved one ages.
- ✓ Consider allowing time within the program to address specific questions and/or to role play scenarios of difficult conversations. Or consider hosting a panel of adult-children to share how they have addressed these conversations.
- ✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in all the issues and who have been highly evaluated by adult-children and their families.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources
www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.cfp.net/
The national non-profit organization whose mission is to grant CFP (certified financial planner) certification and uphold industry standards for competency and excellence. The website can direct you to professionals in your local community.

www.naela.org

The National Academy of Elder Law Attorneys, Inc. (NAELA) is a professional organization of attorneys dedicated to improving the quality of services to our elderly population. The website can direct you to elder care attorneys in your local community.

www.aded.net

The Association for Drive Rehabilitation Specialists is a professional network of driver rehabilitation professionals and is recognized globally as the primary resource and standard-bearer for driver rehabilitation expertise. This website can direct you to local certified driver rehabilitation specialists who can provide driving assessments, etc.

www.nahb.org

The National Association of Home Builders can direct you to Certified Aging-in-Place Specialists (CAPS) who may provide information about home modifications to allow older adults to remain in their home.

www.aarp.org

The AARP HomeFit Guide was created to help people stay in the home they love. The guide offers solutions that range from simple do-it-yourself fixes to improvements that require skilled expertise. Visit **https://www.aarp.org/livable-communities/housing/info-2020/homefit-guide.html** to see the full guide.

Program 2.2 From Driving to Passenger: Transitions for Older Adults

Program Overview

In most communities and for most adults, driving a car means independence – the ability to spend time in the community with friends and family, attend church, shop for necessary items such as groceries and medications, get to medical appointments, and participate in a host of other activities that are necessary for physical and emotional well-being. As we age, changes in our vision, hearing, physical functioning, and cognition may make driving not only more difficult, but unsafe. Unless parents experience a sudden decline, however, these changes generally occur gradually and may be imperceptible to the aging driver. Every driver is unique, and age alone is not a good indicator of driving ability. So, who should give up driving? Who makes the evaluation and decision? And what resources may replace driving oneself?

This program will address the warning signs of driving impairment in aging adults, suggest evaluation strategies, present transportation alternatives, and present scenarios for discussing driving with our parents.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about and skills to:
1) Identify the warning signs of driving impairment in aging adults;
2) Identify and use strategies and resources for evaluating driving;
3) Discuss non-driving transportation alternatives; and
4) Discuss driving and non-driving with parents.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting ADED (Association for Driver Rehabilitation Specialists) to find a certified specialist in your community who may present this ACAP program and conduct comprehensive evaluations, when needed.
2) Contacting a local chapter of AARP, senior center, hospital, university, senior residential program, home care agency, or auto insurance company to identify a speaker who is knowledgeable about driving evaluations and local transportation options for aging adults.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Don't be surprised if, in addition to ACAPers, there are several older adults at this program. Often, elders learn about this program and attend, wanting to learn signs that they should retire from driving and community services that will be able to accommodate their transportation needs.
✓ If possible, be sure to include at least written information about your community's options that provide safe transportation for medical appointments, errands, etc. Material should include

how/where to access the transportation, schedule, accessibility for persons with limited mobility or other health issues, typical wait times, costs, and contact information.

✓ Consider practicing and using resources with apps such as Life 360-GPS tracking, Lyft, or Uber.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.americangeriatrics.org

American Geriatrics Healthcare Professional Society (AGS) works with the National Highway Traffic Safety Administration (NHTSA) to offer programs targeting older driver safety. The current program is focused on enhancing a healthcare professional's ability to assess and counsel older drivers. A guide is available.

www.aded.net

The Association for Driver Rehabilitation Specialists (ADED) was established to support professionals working in the field of driver education and driver training/transportation equipment modifications for persons with disabilities, including those who are aging. ADED is the primary professional organization in this specialized area, and offers education, resources, and emerging research on transportation options for persons with disabilities.

www.seniordrivers.org

The American Automobile Association (AAA) Foundation for Traffic Safety offers resources on driving and aging.

Program 2.3   Residential Options When Home No Longer Meets Your Parents' Needs

Program Overview

As parents age, they may face a need and/or desire to change their housing arrangements, such as needing to move to a new residence that is more accessible and/or with more substantial medical and assistive services. This will be a stressful time for everyone!

Every community is unique, and every family situation is unique. This introductory program will provide an overview of the array of residential options and resources available to people in your community as they age, along with issues to consider and questions to ask, regardless of where you are on your caregiving journey.

While every locality is unique, this program should offer information about an array of diverse living situations:
1) Over 55 and independent living communities;
2) Continuing care retirement communities (CCRCs);
3) Assisted living centers; and
4) Skilled nursing facilities (SNFs).

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) The array of housing options and services available to people as they age;
2) Strategies and resources for evaluating and choosing housing options and services; and

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging regarding the family caregiver support specialist on staff who knows appropriate community resources. This person would be an appropriate facilitator or resource for this program.
2) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a speaker or panel of speakers knowledgeable about the array of residential resources and supports available to aging persons and their caregivers.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ This program is designed to provide an overview of the array of residential options and resources available to people as they age, and local resources available to address safety, accessibility, and affordability.

- ✓ The presenter for this program should be chosen carefully. Choose a speaker who is knowledgeable and can speak broadly about all residential options and resources without highlighting or promoting one specific type of program, business, or service option.
- ✓ Consider using a program facilitator from the Area Agency on Aging to present the program and having one or more tables set up as a "resource fair" before and after the program for participants to stop by individually and pick up brochures, business cards, and other materials pertinent to their caregiving. This is an excellent opportunity for sponsors.
- ✓ If an individual or a panel of representatives from the private sector are invited to participate in this program, be very clear with them that the program's objective is to offer general information about a variety of housing options, not to present a "commercial" for any particular business, agency, resource, or option.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.APlaceForMom.com
A website designed for adult-child and other family caregivers to help them identify, compare and contrast senior housing options in their parents' home community.

www.HelpGuide.org
HelpGuide.org is a nonprofit that has excellent articles regarding senior housing options, including a listing of various housing options, helpful tips for preparing for a move, and insights for adult-children as to how to help someone with a loss of independence.

www.HUD.gov
The federal government's website is a great resource for helping determine possible housing options for seniors on limited incomes. To learn about options and information specifically for seniors, go to the website and search "senior citizens."

Program 2.4   Safely Staying Put: Aging in Place

Program Overview

Purchasing a home is generally the single most expensive purchase adults make during their lifetimes and, for many aging homeowners, their home probably represents financial security, family memories, and community familiarity as well. Thus, it should come as no surprise to adult-children that many of their aging parents want to remain in their homes as they age. This concept, known as "aging in place," means living in your home safely, comfortably, and as independently as possible regardless of age or ability levels.

How can adult-children and their parents assess whether their parents' home is safe and accessible? What remodeling and modifications are possible and appropriate to help parents age in place? How do you find someone to help with remodeling and modifications?

This program will help adult-children understand the concept of aging in place, to assess their parents' homes for safety and accessibility concerns, and to become familiar with potential home remodeling and modifications that can help make their parents' dreams reality.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about and skills to:
1) Discuss with their parents the advantages and disadvantages of aging in place;
2) Assess homes for potential safety and accessibility concerns; and
3) If appropriate, identify potential home remodeling and modifications with their parents that can help their parents age in place.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging, senior center, senior residential program, home care agency, or university to secure a Certified Aging in Place Specialist (CAPS) or other speaker knowledgeable about aging in place and local resources to support the concept.
2) Contacting a local Chamber of Commerce, architectural firm, and/or home builders association to identify a CAPS and/or other local resources to support the concept.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Consider using a program facilitator to present the program and having one or more tables set up as a "resource fair" spotlighting local homebuilders, architects, and senior housing communities that offer aging in place services and supports. Great sponsor opportunity!
✓ Consider providing "before and after" slide shows or homeowner testimonials to illustrate successful aging in place scenarios. Use the resources below to help design the program.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

https://www.nahb.org/
The National Association of Home Builders, in partnership with AARP, offers facts sheets, home checklists, guidelines for choosing contractors and other professionals, along with other resources on aging in place.

MODULE 3: Dementia

NOTES ON PROGRAM DIFFERENTIATION:

Program 3.1: academic clinical understanding of dementia

Program 3.2: responding to daily changes

Program 3.3: responding to difficult changes

Program 3.4: communication changes related to dementia

Program 3.1   Recognizing Alzheimer's and Other Dementias

Program Overview

According to the Alzheimer's Association, Alzheimer's disease and other types of dementia now impact more than five million Americans and are a leading cause of death among aging persons. People are living longer and, as the baby boomer population ages, the number of aging adults and their adult children who are affected is projected to increase dramatically.

A diagnosis of Alzheimer's, or any other type of dementia, can be overwhelming, not only to the patient who has been diagnosed, but also to adult-children and other family members. It is important for families to know the facts about symptoms assessment and diagnosis; the clinical stages of the disease's progression; emerging research; current medical treatments; and non-medical caregiving options and resources.

This program is designed to help adult children understand Alzheimer's disease and other age-related types of dementia so they can help their parents manage these diseases and choose the resources and supports that best help their aging parents and themselves.

Participant Learning Outcomes

Participants will learn about:
1) The symptoms and characteristics of Alzheimer's disease and other types of dementia;
2) Diagnostic and assessment processes and the clinical stages of the diseases' progression;
3) Current medical treatments, non-medical caregiving options/supports, and emerging research; and
4) Strategies for securing resources and support to help their aging parents and themselves.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting the Area Agency on Aging to secure a speaker who is knowledgeable about Alzheimer's and other types of dementia.
2) Contacting a local hospital or university with a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a physician or nurse with a specialization in Alzheimer's and other age-related types of dementia.
3) Contacting a local senior center, senior residential community, or home care agency to identify a speaker who is knowledgeable about Alzheimer's and other types of dementia.
4) Contacting a state or local Alzheimer's Association chapter to secure a speaker who is knowledgeable about Alzheimer's and other types of dementia, as well as national and local resources. NOTE: Alzheimer's Association staff typically require names and contact information for all program participants. ACAP will NOT provide the information, nor will we allow them (or any speaker or sponsor) to receive information about attendees without the express, one-on-one verbal and written permission from the attendee, requesting follow-up from the speaker (or sponsor).

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Consider offering this program annually.

✓ This program frequently attracts new program participants, adult children who are providing care, and other family members who are attending ACAP programs for the first time. Reach out to these newcomers and encourage them to attend other ACAP programs that may not exclusively address dementia but will offer other helpful information and resources.

✓ Consider partnering with your local or state Alzheimer's Association chapter to offer a resource fair before and after the program for participants to pick up brochures, and business cards, and ask questions pertinent to their caregiving needs. (Be careful, though, about Alzheimer's Association desire for contact information from all attendees.)

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.alz.org

The Alzheimer's Association provides a wealth of information about Alzheimer's and other types of dementia for those who have been diagnosed with a dementia, caregivers and others who are interested in learning more about the diseases.

www.nia.nih.gov

National Institutes of Health/National Institute on Aging

The official site of the Alzheimer's Diseases Education and Referral Center of the U.S. Department of Health and Human Services provides current information on Alzheimer's disease and other forms of dementia, especially information drawn from evidence-based research.

Program 3.2   Living Well with a Parent with Dementia: Responding to Changes

Program Overview

According to the Alzheimer's Association, Alzheimer's disease and other types of dementia now impact more than five million Americans and are a leading cause of death among aging persons. People are living longer and, as the baby boomer population ages, the number of aging adults and their adult children who are affected is projected to increase dramatically.

Being with an aging parent or other family member who has been diagnosed with Alzheimer's disease or another age-related type of dementia can be exhausting and overwhelming for adult children who are providing care. Understanding a parent's communication, keeping them engaged with activities and family members, and keeping them safe and healthy can be a constant challenge.

This ACAP program will assist participants in better understanding and managing the daily challenges of living with a parent or other family member with Alzheimer's disease or other dementia.

Participant Learning Outcomes

Participants will learn about:

1) Typical characteristics and behaviors associated with diagnoses of age-related types of dementia. While the list cannot address all behaviors, the presenter may include the following to represent various types of behaviors:
   a. Memory changes: misplacing items, repeating questions, etc.
   b. Communication problems: problems with word-finding, speaking, expressing ideas and needs, understanding written and spoken language
      o Note: Present this as a brief overview. Communication changes and adjustments will be dealt with in-depth in another program; see program 3.4.
   c. Changes in thinking and judgment: changes in self-care (for example, grooming, dressing and eating), problems with money management, etc.
   d. Changes in mood and behavior: Outbursts, language that is considered inappropriate by the current group, aggressive behaviors, etc.

2) Strategies and resources that address the concerns listed above, such as
   a. Notes, cues, calendars and other reminders;
   b. Alternative methods of communication; see note in "1) b." above;
   c. Assistance with ADLs;
   d. Execution of powers of attorney, wills, etc., and guidance with financial and legal matters;
   e. Assessing the safety of the environment;
   f. Seeking to identify reasons for changes in mood, responding to those reasons, and reassurance;
   g. Seeking to identify and reduce environmental triggers for behaviors; and
   h. Understanding that there are additional sources of support, including family and friends, paid in-home care providers; day programs; and residential communities.

Note: Many of these topics will be dealt with in-depth in other ACAP programs. Strategies and resources can be less in-depth, allowing the other programs to provide detailed information. These include home safety, reasons and responses to particularly concerning or difficult behaviors, and in-home and residential care.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:

1) Contacting your city, county, or state area Agency on Aging to secure a gerontologist, psychologist, or social worker who is knowledgeable about Alzheimer's and other age-related forms of dementia and is experienced supporting families.
2) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a physician, psychiatrist, psychologist, or social worker who is knowledgeable about Alzheimer's and other forms of dementia and is experienced supporting families.
3) Contacting your state or local Alzheimer's Association chapter to secure a speaker. NOTE: Alzheimer's Association staff typically require names and contact information for all program participants. ACAP will NOT provide the information, nor will we allow them (or any speaker or sponsor) to receive information about attendees without the express, one-on-one verbal and written permission from the attendee, requesting follow up from the speaker (or sponsor).

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Consider including testimonials from one or more caregivers who are using strategies, such as support groups, adult day care, memory care units, and other local resources to help.
✓ Consider offering a "resource fair" of books, program brochures, support groups, websites, and/or videotapes specifically designed for family caregivers. This is a great opportunity for sponsors.
✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.alz.org

The Alzheimer's Association provides a wealth of information about Alzheimer's and other types of dementia for those who have been diagnosed with the conditions and for caregivers.

Program 3.3   Responding to Challenging Behaviors of Alzheimer's and Other Dementias

Program Overview

Sometimes, people with Alzheimer's disease and other types of dementia, as well as those with other health and medical conditions associated with aging, behave in ways that adult children and other family members find particularly confusing, inappropriate, and even frightening.

This program is designed to help families understand that what we may consider concerning or challenging behaviors from a loved one with dementia often reflects their physical, psychological, or social need or want. Participants in this program will learn how to interpret behavioral symptoms of dementia and identify appropriate strategies for responding to behaviors by treating illnesses, injury or discomfort; become aware of how to redirect challenging symptoms; make needed changes to the environment; provide psychological support; and ensure adequate and appropriate social interactions.

Participant Learning Outcomes

Participants will

1) Understand the causes of a parent's behavior and determine which behaviors should be addressed. These behaviors may include
   a. Difficulty dealing with changes (taking away car keys, moving to a retirement community, attending a day program, etc.)
   b. Repetition (repeated questions, movements, actions)
   c. Wandering
   d. Uninhibited language or behaviors
   e. Anxiety, agitation, paranoia
   f. Aggression
   g. Delusions and hallucinations

2) Learn how to identify or develop strategies to address the causes of a parent's difficult behaviors, remembering to consider issues of health, physical comfort, and safety; psychological comfort; and social interactions.

3) Learn to monitor the effectiveness of their responses to difficult behaviors and make modifications if the behavior continues.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:

1) Contacting the Area Agency on Aging to secure a psychologist or social worker who is knowledgeable about Alzheimer's and other age-related forms of dementia and responses to difficult behaviors.

2) Contacting a local senior center, hospital, university, senior residential community, or home care agency to identify a psychologist or social worker who is knowledgeable about Alzheimer's and other age-related types of dementia and responses to difficult behaviors.

3) Contacting the state or local Alzheimer's Association chapter to secure a speaker. NOTE: Alzheimer's Association staff typically require names and contact information for all program participants. ACAP will NOT provide the information, nor will we allow them (or any speaker or sponsor) to receive information about attendees without the express, one-on-one verbal and written permission from the attendee, requesting follow up from the speaker (or sponsor).

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ The program facilitator may ask participants to identify several typical behavioral "problems" and then role-play or problem-solve possible solutions so that participants can practice responses to behavior concerns.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources
www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.alz.org
The Alzheimer's Association provides a wealth of information about Alzheimer's and other types of dementia for those who have been diagnosed with the conditions and for caregivers.

www.nia.nih.gov
National Institutes of Health/National Institute on Aging
The official site of the Alzheimer's Diseases Education and Referral Center of the U.S. Department of Health and Human Services provides current information on Alzheimer's and other forms of dementia, especially information drawn from evidence-based research.

Program 3.4   Communicating with Someone Living with Alzheimer's and Other Dementias

Program Overview
People with Alzheimer's disease or other dementias gradually lose the ability to communicate with others. Changes progressively affect spoken and written language, while communication through gestures and behaviors may persist longer. As the ability to communicate decreases, individuals living with a dementia have difficulties expressing themselves and understanding others.

Dementia-related changes in communication may impact the health, safety, and quality of life of the person with a dementia diagnosis and the ability of the adult child to understand and respond to their loved one's needs. Developing strategies for continued but altered ways of communication can help both the parent and the care provider.

Participants in this program will learn about communication changes related to dementia, understand the value of "entering" into their loved one's "world," and develop strategies for communication with their loved one throughout the course of the disease.

Program Learning Outcomes
Participants will
1) Understand communication changes related to Alzheimer's disease and other dementias;
2) Develop strategies for connecting with the person with a dementia by "entering" the person's perspective/view of current reality; connecting to the loved one's personal histories, likes and dislikes; and communicating acceptance and support; and
3) Develop strategies for communication throughout the course of the disease, including the use of gestures, behaviors, and use of the senses.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging to secure a psychologist or social worker who is knowledgeable about Alzheimer's and other forms of dementia.
2) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a physician, psychologist, or social worker who is knowledgeable about Alzheimer's and other types of dementia.
3) Contacting your state or local Alzheimer's Association chapter to secure a speaker. NOTE: Alzheimer's Association staff typically require names and contact information for all program participants. ACAP will NOT provide the information, nor will we allow them (or any speaker or sponsor) to receive information about attendees without the express, one-on-one verbal and written permission from the attendee, requesting follow-up from the speaker (or sponsor).

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.alz.org

The Alzheimer's Association provides a wealth of information about Alzheimer's and other types of dementia for those who have been diagnosed with the conditions and for caregivers.

www.nia.nih.gov

National Institutes of Health/National Institute on Aging

The official site of the Alzheimer's Diseases Education and Referral Center of the U.S. Department of Health and Human Services provides current information on Alzheimer's and other forms of dementia, especially information drawn from evidence-based research.

MODULE 4:
Legal and Financial

Program 4.1   Advance Planning: Your Parents' Legal and Financial Documents

Program Overview

Advance care documents ensure one's wishes regarding care, medical intervention, finances, etc., regardless of the person's ability to make decisions for herself/himself. Legal documents provide peace of mind for the older adult and family, protect finances, minimize vulnerability, and reduce uncertainty. They also can help families and caregivers avoid disagreements and guilt as well as clarify the role of the Power of Attorney (POA).

This ACAP program is designed to educate participants about advance care planning so that they may be more aware of the advantages, terminology, and necessary documents.

Participants for this ACAP program will learn about legal documents typically associated with advance directives including Last Will and Testament, Durable (Financial) Power of Attorney, Living Will, Health Care Power of Attorney, **Health Insurance Portability and Accountability Act (HIPAA)** Release; and Medical Order for Scope of Treatment (MOST) Form. While the MOST form is used in NC, other states have a similar document that provides specific guidelines as to the person's wishes for medical intervention.

Participant Learning Outcomes

This ACAP program will assist participants with accessing and demonstrating knowledge regarding the following critical steps:
1) Choosing a trusted person to speak for you if you are incapable of making your own medical decisions. That person must understand your health and well-being, respect your beliefs and values, as well as pay attention to important facts and details while being available to speak for you as needed;
2) Communicating your wishes to your family and health care providers regarding special instructions, as well as releasing the health care agent from responsibilities, if and as needed; and
3) Recording your wishes and placing copies of documents with key entities; i.e., health care agent, family and friends, health care providers, and clergy.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging to request a list of respected local attorneys who practice elder law and/or estate planning.
2) Contacting your state bar or local association for a referral list of local attorneys who practice elder law and/or estate planning.
3) Contacting a local senior center, hospital, university, hospice program, senior residential program, or home care agency to identify an attorney or other professional who is experienced in estate planning with aging clients and their families.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Choose one attorney or a panel of attorneys (preferably, with a specialty in elder law) and/or other professionals who have expertise in estate planning issues in the state where your chapter is located. The attorney(s) should be well respected in your community, be highly-recognized as "family- and elder-friendly," and be an excellent educator, able to simplify complex information for a lay audience.
- ✓ You may also want to have a well-versed former caregiver as a co-presenter to illuminate the reasons each document is needed and the difficulties presented when advance directives are not in place.
- ✓ Whenever possible, provide participants with a list of multiple professionals in the area who have expertise in estate planning issues and who are highly regarded as family- and elder-competent and friendly.
- ✓ This program is not intended to be a substitute for individual legal or tax advice. ACAP chapters should encourage participants to seek consultation with an elder law attorney or another professional to ensure proper documents are in order. In addition, chapters should work closely with program presenters to market and finalize this program based on laws governing the state where the ACAP chapter is located and to include a resource list of locally available professionals to offer individual and family assistance.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.naela.com
The National Academy of Elder Law Attorneys, Inc. (NAELA) is a professional organization of attorneys dedicated to improving the quality of services to our elderly population. The website will direct you to elder care law attorneys in your local community.

Secretary of State Websites

- North Carolina: www.sosnc.gov
- Pennsylvania: www.dos.pa.gov
- Georgia: www.sos.ga.gov
- Texas: www.sos.state.tx.us
- Florida: www.dos.myflorida.com

www.secstates.com

Secretary of State Corporation & Business Entity Search: Each state's Office of the Secretary of State may provide additional information relative to end-of-life and other legal documents. While a copy of advance directive documents may be printed and filed and/or uploaded and maintained on a smartphone or computer, a copy also may be uploaded to your state's Secretary of State Office, with a small fee, if the service is available.

Program 4.2   Senior Services: Understanding Eligibility and Managing Paperwork

Program Overview

Many older adults need additional supportive services as they age and may be faced with confusing and difficult decisions. Often, complicated forms and documents are associated with accessing the services, particularly related to healthcare and legal/financial concerns. Required documents may include online application forms for services, qualifications for disability benefits, medical insurance verification, consent for release of information, medical records release, financial aid eligibility, and tax returns. Various agencies, organizations, and institutions have staff assigned to assist clients, particularly those with limited resources, without family, or without other social support systems. Assistance is available through local/county Departments of Social Services, Legal Aid Societies, Area Agencies on Aging, senior centers, and libraries, as well as other programs.

This ACAP program will help attendees learn about various documents required by agencies/organizations, etc., to apply for and/or qualify for services; strategies and resources for evaluating and selecting services to enhance quality of life; and individuals, agencies, organizations, and institutions that may provide assistance with accessing, completing, and submitting forms for various services.

Participant Learning Outcomes

This ACAP program will assist participants with gaining knowledge regarding:
1) Various documents required by agencies/organizations, etc. to apply for and/or qualify for services;
2) Strategies and resources for evaluating and selecting services to enhance quality of life; and
3) Individuals/agencies/organizations/institutions providing assistance with accessing, completion and submission of various forms.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging, Social Security Administration, Medicare and/or Medicaid Services, Department of Health and Human Services, local/county Department of Social Services, or other governmental agency to secure professionals knowledgeable about management of the legal, financial, and medical documents listed in the program overview.
2) Contacting an elder law or estate planning attorney, Legal Aid Society, certified financial planner, insurance professional, or certified gerontologist to identify a professional who is knowledgeable about management of the legal, financial, and medical documents listed in the program overview.
3) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a professional who is knowledgeable about management of the legal, financial, and medical documents listed in the program overview.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Identify most common services or forms with which older adults typically have difficulty accessing or completing.
- ✓ Choose a panel of professionals representing the various areas addressed in the program overview in the state where your chapter is located and who are highly regarded as excellent, knowledgeable speakers who are "family- and elder-friendly."
- ✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in the various areas addressed in the program overview.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.dhhs.gov
US Department of Health and Human Services

www.cms.gov
Centers for Medicare and Medicaid Services

www.ssa.gov
Social Security Administration (Retirement/Disability)

www.legalaidnc.org
Legal Aid NC

Additional resources include:
1. Medical Insurance and other Membership Cards/Policy; and
2. Release of Information Forms from appropriate Agency/Organization/Institution.

Program 4.3   Medicare & SHIP: The Must-Knows

NOTE: Senior Health Insurance Programs (SHIPs) may vary by state, including their names, eligibility requirements, and service coverage. Be sure to understand your state's details before offering this program.

Program Overview
Many older adults depend upon federally-funded Medicare for their primary medical benefits and hospitalization insurance coverage. Many also benefit from state-funded Senior Health Insurance Information Programs (SHIP). However, Medicare and SHIP are separate programs with different eligibility requirements and service coverage.

This program will help adult-children understand Medicare and SHIP programs that may offer benefits to their aging parents so that they can be more informed advocates for their parents' health and medical care and service coverage.

Participant Learning Outcomes
This ACAP program will assist participants with gaining knowledge regarding:
1) Medicare eligibility requirements and services including the purpose and service coverage of Medicare Parts A, B, C, and D;
2) How to access the federal Medicare website to complete eligibility paperwork, monitor personal/family Medicare services, download the current year's Medicare manual, and seek answers to questions;
3) SHIP programs and services;
4) How to access city, county, or state websites and phone numbers to complete Medicaid eligibility paperwork, determine health and medical professionals accepting Medicaid coverage, and seek answers to questions; and
5) Ways to learn about and compare physicians, hospitals, nursing homes, and other medical providers via Medicare.gov.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging or other governmental agencies to secure senior resource specialists, Medicare counselors, SHIP counselors, or health and human services representatives.
2) Contacting a local senior center, hospital, university, senior residential program, or home care agency to identify a professional who is knowledgeable about governmental programs for aging adults.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Choose a panel of professionals representing the various areas addressed in the program overview in the state where your chapter is located and who are highly regarded as "family- and elder-friendly."
- ✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in the various areas addressed in the program overview.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.Medicare.gov
Official government site for Medicare

Introduction to Medicare
This handout, published by the Centers for Medicare & Medicaid Services, offers general information about Medicare, including what it is, its different parts, basic terminology, and how to get help. See the handout in the Appendix.

www.CMS.gov
Centers for Medicare and Medicaid Services

www.seniorsresourceguide.com/directories/National/SHIP/
Senior Resource Guide on SHIP programs

Program 4.4   Shielding Loved Ones from Scams and Fraud

Program Overview
Technological advances have changed the way we transact business. These advances affect personal communications, such as email or text messages, as well as grocery shopping and banking. However, advanced technology provides scammers and spammers a prime opportunity to take advantage of everyone, particularly older adults, and most especially with the impact of national or global health crises.

This program will help attendees learn how to avoid becoming a victim of a scam and how to help protect older loved ones from falling prey from:
1) Telemarketing;
2) Fake prescription drugs;
3) Government imposters (Social Security, Medicare, and Medicaid);
4) Health care products;
5) Insurance (life, burial, car, home, etc.);
6) Investment schemes; and
7) Grandparent scams.

Participant Learning Outcomes
This ACAP program will assist participants with gaining knowledge regarding:
1) How to spot a scam or fraud;
2) Strategies to protect critical information and avoid becoming a victim; and
3) Effective options/techniques available to report scams and frauds.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting your local state Area Agency on Aging, state Health and Human Services, or other governmental agency that manages publicly-funded services for the aging to secure a fraud/scam representative or senior program planner.
2) Contacting your local district attorney's office or state attorney general to secure a fraud/scam representative/speaker.
3) Contacting your local police or sheriff's office to secure a fraud/scam representative/speaker.
4) Contacting the AARP Fraud Watch Network to secure a speaker.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
✓ Choose a local professional or panel of professionals who can share insight, knowledge, and experience regarding the various areas addressed in the program overview in the state where your chapter is located and who are highly regarded by adult-children and their families as "family- and elder-friendly."

- ✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in the various areas addressed in the program overview.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.ncoa.org
National Council on Aging

www.dhhs.gov
US Department of Health and Human Services

www.ssa.gov
Social Security Administration

www.cms.gov
Centers for Medicare and Medicaid Services

www.usdoj.gov
United States Department of Justice (Consumer Fraud)

www.aarp.org
AARP Fraud Watch

Other possible resources include:
- o District Attorney in your respective city or township; and
- o Attorney General for your respective state.

Program 4.5   Funding Sources as Loved Ones Need More Care

Program Overview

Many older adults, as well as their families, experience stress and anxiety regarding the cost of medical and long-term care. Often, a nagging question is, "If additional care is needed, either because of illness, accident or decline, and lengthy hospitalization, in-home care, and/or long-term care in a residential facility are needed, how do we pay for it?" Although many individuals and families designate funds for such a purpose, the cost of care in many instances consumes a larger portion of monthly income than anticipated.

This ACAP program is aimed at helping participants become aware of sources of funding to help offset medical and long-term care expenses, including private individual/family resources, long-term care insurance, federal and state programs, VA benefits, life insurance policies, reverse mortgages, and other vehicles for realizing needed funds. Please note: While ACAP programs offer valuable information, it is important to consult with one's financial advisor, attorney, or other appropriate professional before making any financial decisions.

Some possibilities of funding for significant healthcare and long-term care include, but are not limited to:
1) Private funds (savings, pension or other retirement sources, stocks, and bonds) and other personal property (home, car, etc.);
2) Long-term care insurance, if available. Policies will cover the cost of long-term care in certain types of care facilities, depending upon the coverage;
3) Government programs (Medicare, Medicaid, Social Security). Limitations are imposed based on eligibility;
4) Veteran's benefits. A United States veteran and the surviving spouse of a veteran may qualify for the Veteran's Aid & Attendance Program. This program is a need-based pension that provides for basic activities of daily living and housing; and
5) Life settlements. An existing life insurance policy that is determined to be no longer needed or affordable can be sold to a third party for a lump-sum payment. The amount is more than the cash value, yet less than the death benefit. All future premium payments are made by the purchaser. The death benefit is paid to the purchaser upon the death of the insured individual.
6) Reverse mortgages. Sometimes securing a reverse mortgage is an appropriate strategy for funding long-term care.

Participant Learning Outcomes

This ACAP program will assist participants with gaining knowledge regarding:
1) Identification of possible resources to mitigate the financial impact, as more care is needed; and
2) Identification of trusted professionals to assist with proper utilization of resources.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging or other governmental agency that manages publicly-funded services for the aging to request a list of respected local attorneys who practice elder law and/or

estate planning, Veteran Affairs representative, Health and Human Services representative, Senior Program Planner, Adult Services Social Worker, Social Security representative, or Medicare/Medicaid representative.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Choose a local professional or panel of professionals who can share insight, knowledge and experience regarding the various areas addressed in the program overview in the state where your chapter is located and who are highly regarded by adult-children and their families as "family- and elder-friendly."
- ✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in the various areas addressed in the program overview.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources
www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

https://acl.gov/ltc
Administration for Community Living Long-Term Care

https://acl.gov
Administration for Community Living

www.va.gov
US Department of Veterans Affairs

www.cms.gov
Centers for Medicare and Medicaid Services

www.ssa.gov
Social Security Administration
www.dhhs.gov
US Department of Health and Human Services

Other possible local resources include:
- Area Agencies on Aging;

- Departments of Social Services;
- Elder law attorneys and/or legal aid offices.

Program 4.6   Understanding and Accessing VA Programs and Benefits

Program Overview
Many older adults have served in the Armed Forces and may be eligible for and depend on federally-funded Veteran Affairs (VA) programs and services. VA benefits may provide services associated with financial assistance and medical and hospitalization insurance coverage. VA programs are separate from other programs and may differ in eligibility requirements and service coverage.

This program will help adult children to understand Veteran Affairs programs that may benefit their aging parents so that they be more informed advocates for their aging parents' health and medical care and service coverage.

Participant Learning Outcomes
This ACAP program will assist participants to demonstrate knowledge about:
1) General Veteran Affairs benefits;
2) Veteran Affairs healthcare benefits for elderly veterans; and
3) Eligibility and access for benefits offered to veterans by the US Department of Veterans Affairs.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting your national/regional/state veterans' affairs representative.
2) Contacting local VA support group facilitators.
3) Contacting local VA clinics.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Choose a local professional or panel of professionals who can share insight, knowledge, and experience regarding the various areas addressed in the program overview in the state where your chapter is located and who are highly regarded by adult-children and their families as "family- and elder-friendly."
- ✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in the various areas addressed in the program overview.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

Although there is not (yet) an ACAP podcast dealing with veterans' affairs, ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.va.gov/

U.S. Department of Veterans Affairs

www.benefits.va.gov/persona/veteran-elderly.asp

VA Benefits for Elderly Veterans

Program 4.7   Understanding and Accessing Medicaid Programs and Benefits

Program Overview

Many older adults depend on federally- and state-funded Medicaid services for their primary medical and hospitalization insurance coverage. Medicare is a separate program from other federally- and/or state-funded programs with different eligibility requirements and service coverage. Medicaid may provide some differences in benefits dependent on state funding.

This program will help adult children to understand Medicaid and the benefits it may offer their aging parents, so they may be more informed advocates for their aging parents' health and medical care and service coverage.

Participant Learning Outcomes

This ACAP program will assist participants with gaining knowledge regarding:

1) Medicaid eligibility requirements and services including the purpose and service coverage;
2) How to access the federal Medicaid websites to complete eligibility paperwork, monitor services, download the current year's Medicaid manual, and seek answers to questions; and
3) How to access city, county, or state websites and phone numbers to complete Medicaid eligibility paperwork, determine health and medical professionals accepting Medicaid coverage, and seek answers to questions.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:

1) Contacting your Area Agency on Aging or other governmental agency that manages publicly-funded services for the aging to request a representative from the State Office of Health and Human Services, or your local Department of Social Services.
2) Contacting a national/regional/state/local Medicaid office to request a representative.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Choose a local professional or panel of professionals who can share insight, knowledge and experience regarding the various areas addressed in the program overview in the state where your chapter is located and who are highly regarded by adult-children and their families as "family- and elder-friendly."
✓ Whenever possible, provide participants with a list of multiple professionals who have expertise in the various areas addressed in the program overview.
✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential

participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.medicaid.gov/
Official Government Site for Medicaid

www.cms.gov
Centers for Medicare and Medicaid Services

www.medicaidplanningassistance.org/getting-paid-as-caregiver/
American Council on Aging

www.thenationalcouncil.org/medicaid-fact-sheet-state/
National Council for Mental Wellbeing

www.kff.org/interactive/medicaid-state-fact-sheets/
Kaiser Family Foundation

MODULE 5:
Staying Socially Engaged and Active

Module 5.1   The Importance of Being Socially Engaged and Active

Program Overview

Aging can bring about numerous challenges that can make developing new relationships extremely difficult and put an enormous strain on existing relationships with loved ones and caregivers. Challenges such as the death of loved ones, a decline in physical and mental functioning, a lack of income, not having access to transportation, and life-course changes such as retirement can result in social isolation and loneliness, now recognized as significant public health issues due to their negative effect on health and quality of life among older adults. Over a prolonged period, these are greater predictors of premature death than many other chronic health issues.

This ACAP program will help participants become aware of local resources and services and the important role that community programs, clubs, and leisure service organizations serve in helping their loved ones remain socially engaged, while also clarifying the relationship between loneliness/social isolation and health and how to identify signs and symptoms of loneliness and social isolation.

Participant Learning Outcomes

This ACAP program will help participants increase their knowledge of resources and strategies on:
1) The challenges faced in older adulthood that can lead to loneliness and social isolation;
2) The relationship between social engagement, health and well-being, and thus the importance of keeping your loved ones socially engaged;
3) The signs and symptoms of loneliness and social isolation, the context of their isolation (situational versus structural), and the best resources/professional help to seek based on the context of the social isolation;
4) The role of leisure/recreation and community engagement in the process of healthy aging; and
5) How to find community programs, events, and resources both in your community and online to keep loved ones socially engaged as they age.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging to secure the professional who provides information about services and resources. Often, an Area Agency on Aging office has a family caregiver support specialist on staff who knows community resources for the aging and would be an appropriate facilitator for this program.
2) Contacting a local recreation center, senior center, hospital, university, senior residential program, or home care agency to identify a speaker who is knowledgeable about the full array of local resources and supports available to aging persons and their caregivers.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ This program is designed to provide an overview of the service needs likely to be identified by caregivers as their parents age, along with the local resources available to address them.
- ✓ Consider offering this program annually.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.aarp.org
AARP offers a wealth of information on all aspects of aging and caregiving. Related to this module AARP provides a support line with face-to-face online capabilities for seniors, SilverSneakers© and other community-based programming for seniors, and educational resources.

www.ncoa.org
The National Council on Aging (NCOA) offers numerous online tools and collaborates with a nationwide network of partners to provide older adults with resources for healthy living and financial security.

www.asaging.org
The American Society on Aging (ASA) provides networking platforms and educational materials (such as the *"Addressing Social Isolation"* web seminar) to help promote and facilitate healthy aging.

www.usaging.org
USAging provides evidence-based disease prevention and health promotion programs, media updates on topics related to aging and wellbeing, home and community-based services, social engagement and volunteer services and caregiver resources.

www.nrpa.org
National Recreation and Park Association provides educational resources focused on health and wellness promotion through parks and recreation. The Parks & Recreation magazine and numerous online publications provide useful information related to recreational programming for older adults.

www.geron.org
The Gerontological Society of America provides resources to connect and inform members including: member and interest groups, podcasts, webinars, journals and articles, and programs and services.

Program 5.2   Morning Stretch: Movement for Older Bodies

Program Overview
We read and hear about the value of movement and the negative consequences of not moving, particularly as we age. The latest research shows that a sedentary lifestyle is as debilitating as smoking which, for decades, has been reported to have significant adverse consequences on physical, mental/cognitive, and emotional health and well-being. But, in the midst of everything, how can we find time to exercise? And how do we meaningfully encourage older loved ones to regularly engage in healthy movement?

This ACAP program will help participants become aware of healthy movement and its impact on physical, cognitive, and emotional well-being, local resources that focus on supporting movement and exercise for an older population, and specific movement activities and exercises that will help strengthen bodies and minds at all stages of aging.

Participant Learning Outcomes
This ACAP program will help participants increase their knowledge of resources and strategies on:
1) The role of movement relative to healthy aging;
2) The impact of movement and exercise – or the lack thereof – on physical, cognitive, and emotional well-being;
3) Exercises that will strengthen bodies and minds at all stages of aging; and
4) Local resources that focus on movement and exercise for an older population and provide recreational activities, social support services, and activities offering the opportunity for older adults to spend time reminiscing.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging to identify a community resource who specializes in movement and exercise for an older population.
2) Contacting a local recreation center, senior center, hospital, university, senior residential program, or home care agency to identify a respected exercise physiologist, physical therapist, occupational therapist, personal trainer, or yoga instructor who specializes in movement issues for older adults.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ This program is designed to provide an overview of exercises to keep older bodies and minds healthy and flexible to thwart mobility and cognitive issues often associated with aging.
- ✓ There needs to be focus on movement and exercises appropriate for older adults and their caregivers, at various stages of aging and physical conditions.
- ✓ Consider offering this program annually.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

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The National Council on Aging (NCOA) offers numerous online tools and collaborates with a nationwide network of partners to provide older adults with resources for healthy living and financial security.

www.asaging.org
The American Society on Aging (ASA) provides networking platforms and educational materials (such as the *"Addressing Social Isolation"* web seminar) to help promote and facilitate healthy aging.

www.usaging.org
USAging provides evidence-based disease prevention and health promotion programs, media updates on topics related to aging and wellbeing, home and community-based services, social engagement, and volunteer services and caregiver resources.

www.nrpa.org
National Recreation and Park Association provides educational resources focused on health and wellness promotion through parks and recreation. The Parks & Recreation magazine and numerous online publications provide useful information related to recreational programming for older adults.

www.geron.org
The Gerontological Society of America provides resources to connect and inform members, including member and interest groups, podcasts, webinars, journals and articles, and programs and services.

Program 5.3   Caregiving for Your Parents from a Distance

Program Overview

The latter half of the twentieth century brought dramatic changes to women's and men's roles in the labor market and in their extended families. It also brought dramatic changes to medical and health care, enabling people to live longer and often more independently. The result is a generation of adult-children and other family members who may not live in the same community, or even the same state or country, as their aging parents.

Caregiving from a distance provides unique challenges for adult-children and aging parents. This program presents strategies for helping keep your loved one engaged and safe, methods for researching resources in your parent's home community, and suggestions for managing their needs and resources from a distance.

Participant Learning Outcomes

This ACAP program will assist participants in developing long-distance knowledge about and skills to:
1) Compile and manage parental records before an emergency occurs;
2) Recognize the signs of depression, neglect and/or abuse;
3) Put in place strategies for making home visits and long-distance contacts more productive;
4) Research and manage technology and other resources to enhance parents' safety and engagement in their home community; and
5) Evaluate the need for new or changes in in-home, residential-care and/or community support services.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging, senior center, senior residential program, or home care agency to identify the AAA caregiver support specialist or a geriatric care manager who is knowledgeable about caregiving from a distance as well as appropriate technology.
2) Contacting a local recreation center, senior center, hospital, university, senior residential program, or home care agency to identify a speaker who is knowledgeable about the full array of resources and supports typically available to aging persons, regardless of location.
3) Inviting several ACAP chapter participants who care for aging parents from a distance to present as a panel and share resources, strategies, and experiences they have found helpful.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ Often, long-distance caregivers don't recognize themselves as a caregiver since they see their parent(s) only occasionally. Helping them understand what they can do from a distance and the value of their caregiving will be helpful.

✓ This is a program that lends itself to two or more presenters to talk about the long-distance caregiving challenges, strategies for keeping loved ones engaged, even when the primary caregiver is not present, and helpful technology.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

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www.aarp.org
AARP offers a wealth of information on all aspects of aging and caregiving. Related to this module AARP provides a support line with face-to-face online capabilities for seniors, SilverSneakers® and other community-based programming for seniors, and educational resources.

www.caregiver.org
The Family Caregiver Alliance is a community-based nonprofit organization that addresses the needs of families and friends providing long-term care for loved ones at home through education, services, research and advocacy. Among other information such as in-depth demographics regarding the aging population, FCA offers a Handbook for Long Distance Caregivers at a very nominal charge. This is a good resource for caregivers to bookmark.

www.aginglifecare.org/
The Aging Life Care Association managers can help adult-child caregivers find a geriatric care manager near your parents' community. This is a good resource for program development and for caregivers to bookmark.

https://eldercare.acl.gov/Public/Index.aspx
The Eldercare Locator is a public service of the U.S. Administration on Aging that connects caregivers to services for older adults and their families. This is a good resource for caregivers to bookmark.

www.ncoa.org
The National Council on Aging (NCOA) offers numerous online tools and collaborates with a nationwide network of partners to provide older adults with resources for healthy living and financial security.

www.asaging.org
The American Society on Aging (ASA) provides networking platforms and educational materials (such as the *"Addressing Social Isolation"* web seminar) to help promote and facilitate healthy aging.

www.usaging.org

US Aging provides evidence-based disease prevention and health promotion programs, media updates on topics related to aging and wellbeing, home and community-based services, social engagement, and volunteer services and caregiver resources.

www.nrpa.org

National Recreation and Park Association provides educational resources focused on health and wellness promotion through parks and recreation. The Parks & Recreation magazine and numerous online publications provide useful information related to recreational programming for older adults.

www.geron.org

The Gerontological Society of America provides resources to connect and inform members, including member and interest groups, podcasts, webinars, journals and articles, and programs and services.

Program 5.4   Technology to Keep Your Parents Safe and Engaged

Program Overview

In the past decade, there have been significant advances in technology to help older adults stay safe and engaged with their families and community. While technology in yesteryear was used primarily by a younger population, now there is increased use of technology among older adults. Technology has become more commonplace, user-friendly, and reasonably priced, and emerging global health crises brought a host of new understandings, applications and opportunities, especially for the aging population. Biomedical devices, home automation, home computers, tablets and smart phones, and assistive technology all provide a new and ever-changing world that continues to offer opportunities and challenges relative to an older population and their supports.

This program will offer participants information about the variety of current and cutting-edge technology designed to ensure the safety and engagement of older loved ones and peace-of-mind for their families.

Participant Learning Outcomes

This ACAP program will assist participants in gaining knowledge about:
1) Current and upcoming biomedical devices, home automation, home computers, tablets, smart phones, and assistive technology;
2) Appropriate technology for older loved one's situation; and
3) How to evaluate the need for new or changes in in-home, residential-care and/or community support services.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging, senior center, senior residential program, or home care agency to identify the AAA caregiver support specialist or a geriatric care manager who is knowledgeable about caregiving from a distance as well as appropriate technology.
2) Contacting a local recreation center, senior center, hospital, university, senior residential program, or home care agency to identify a speaker who is knowledgeable about the full array of resources and supports typically available to aging persons, regardless of location.
3) Inviting several ACAP chapter participants who care for aging parents from a distance to present as a panel and share resources, strategies, and experiences they have found helpful.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
- ✓ This is a program that will need a speaker with specific technology insight and skills. The technology to cover will include:
  - o Biomedical devices / wearable "detection" products such as Apple watch with heart arrythmia and falls detection technology, phone apps that detect heart rates/irregularities,

technology that offers psychological help for people with implanted defibrillators, briefs that detect UTIs, tracking devices for dementia patients prone to wander, etc.

- o Home automation devices such as monitoring systems and alarms, smart home devices, Alexa, security systems including doorbells, smart sensors, medication dispensers, robot vacuums, virtual assistants, robotics, etc.
- o Computers/tablets to facilitate connection and engagement (Zoom, FaceTime, social media), grocery pick-up/delivery, other online ordering, vision assistance, etc.
- o Assistive technology, both low tech (such as walker, wheelchair, grabber reacher tool, shower transfer bench, etc.) and high-tech devices (such as bed alarms, Granny pod housing, etc.), some of which may overlap with biomedical devices.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

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www.aarp.org

AARP offers a wealth of information on all aspects of aging and caregiving. Related to this module AARP provides a support line with face-to-face online capabilities for seniors, SilverSneakers® and other community-based programming for seniors, and educational resources.

https://eldercare.acl.gov/Public/Index.aspx

The Eldercare Locator is a public service of the U.S. Administration on Aging that connects caregivers to services for older adults and their families. This is a good resource for caregivers to bookmark.

MODULE 6:
Care for the Caregiver

Program 6.1   Family Dynamics and Issues in Caring for a Parent

Program Overview
While caring for aging parents may offer opportunities for closeness among siblings and other family members, caregiving can also present challenges. The relationship between adult-children and aging parents has decades of history – good times and struggles – between parents and children, as well as between siblings. As a result, caring for an aging parent often surfaces unresolved family issues from many years ago. Geographical distance, emotionally fractured families, and difficult family histories and relationships are probably the reasons that most families claim unequal participation and involvement among all siblings when caring for aging parents.

Although the ideal is for each adult-child to offer his or her particular strengths and participate fully in the care of an aging parent, allowing decisions to be made collaboratively and peacefully with full input from all, this is seldom easy to accomplish.

This program is designed to help adult-children and their families learn to communicate more effectively so they may express their concerns, more appropriately share the workload, make decisions collaboratively and, in general, care for their aging parents as a more balanced family unit.

Participant Learning Outcomes
This ACAP program will assist participants to demonstrate skills to:
1) Identify and communicate individual wants, needs, and frustrations with siblings;
2) Begin negotiating and managing family conflicts; and
3) Determine when outside professional assistance might be helpful in addressing sibling conflict regarding parents' care.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting a local hospital, university, or private psychology or counseling practice to identify a licensed psychologist, social worker, or counselor with experience in counseling families about caregiving and sibling conflict issues.
2) Contacting a local senior center, senior residential program, or home care agency to identify a licensed psychologist, social worker, or counselor with experience in counseling families about sibling conflict issues.
3) Contacting a local geriatric care manager or elder attorney who has experience in mediating sibling conflict issues.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Invite several ACAP chapter participants who care for aging parents to present as a panel and share resources, strategies, and experiences that they have found helpful in communicating with siblings.
- ✓ Consider contracting with a licensed professional to lead a monthly support group for adult-children who attend ACAP programs, to help them discuss program information and resources, and to explore strategies for caregiving with their parents.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.agingcare.com

AgingCare.com is an online resource and community for anyone caring for an aging person and includes numerous practical articles regarding a variety of topics, including articles about sibling issues. This is a good resource for program development and for caregivers to bookmark.

www.caring.com

Caring.com is a leading online destination for caregivers seeking information and support as they care for aging parents, spouses, and other loved ones, offering thousands of original articles, helpful tools, advice from more than 50 leading experts, a community of caregivers, and a comprehensive directory of caregiving services. This is a good resource for program development and for caregivers to bookmark.

Program 6.2   Signs of Common Medical Conditions in Aging Adults

Program Overview
We are all living longer, and, as we age, we are more likely to experience one or more significant health and medical conditions. Additionally, caregiving can take a toll on the health and wellbeing of the caregiver. Some conditions are more prevalent as we age – for example, some types of cancer, diabetes, cardiac and pulmonary issues, strokes, as well as Alzheimer's, Parkinson's, and other neurological conditions. This program will help participants to understand the most prevalent conditions associated with aging, to recognize risk factors and typical symptoms, as well as offer strategies for adult-children who are helping manage health and medical conditions of their parents while also addressing their own health concerns.

Note: This program is not intended to provide individual diagnostic or treatment information. Rather, it is to help guide adult-children and other caregivers on health issues of which to be aware.

Participant Learning Outcomes
This ACAP program will assist participants to demonstrate knowledge about:
1) Risk factors and symptoms of the most prevalent health and medical conditions associated with aging; and
2) Resources and strategies for as we age and for caregivers, so that they may be more informed advocates for their parents as well as themselves.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting a local hospital or university with a medical and/or health sciences school or an Area Health Education Center (AHEC) office to identify a physician or nurse with specialization in geriatric services and experience offering educational programs.
2) Contacting a local senior center, senior residential program, or home care agency to identify a physician or nurse with geriatric specialization who provides resources and supports to aging persons and their caregivers and has experience offering educational programs.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
✓ Use a qualified medical or health care practitioner with expertise in services, resources, and support to aging persons and their caregivers and the delivery of educational programs to offer this program.
✓ We suggest that this program be broad in scope and used as an opportunity to survey participants about their interest in additional, more specific health and medical program topics. For example, in many communities, a program by a neurologist specifically addressing Parkinson's or by a cardiologist specifically addressing congestive heart failure (CHF) might be appropriate follow-up programs. As another example, some communities have found that local pharmacies are willing to

provide a pharmacist to offer a program on the role of pharmacists in managing medications, and to combine the educational program with an opportunity to provide influenza and/or other vaccinations requested by people who are aging and their caregivers.

✓ To maximize professional resources and attendance, you may wish to partner with other community organizations to offer more specific follow-up programs. Use the resources below to help identify facilitators and select specific topics.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.alz.org
The Alzheimer's Association provides information about Alzheimer's and other types of dementia for those who have been diagnosed with the conditions and for their caregivers.

www.cancer.org
The American Cancer Association provides information on treatment of various cancers for those who have been diagnosed with cancer and for their caregivers.

www.diabetes.org
The American Diabetes Association provides information on prevention and treatment of diabetes for those who or at risk or have been diagnosed with the condition and for their caregivers.

www.heart.org
The American Heart Association provides information on prevention and treatment of various cardiac conditions for those how have been diagnosed with cardiac conditions and for their caregivers.

www.lung.org
The American Lung Association provides information on lung prevention and treatment of lung disease and smoking cessation strategies for those who have been diagnosed with various lung conditions and their caregivers.

www.parkinson.org
The Parkinson Foundation provides information on early warning signs and treatment of Parkinson's disease for those who have been diagnosed with the condition and for their caregivers.

Program 6.3   Finding and Assessing Online Health Information

Program Overview

Web-based technology plays an important role in everything we do – including caregiving for our aging parents and for ourselves. The Internet allows us to collect information about health and medical conditions, review typical medications and treatments, and even research specific physicians and health care providers. Through the Internet, we can comment on facilities and services and read and discuss the experiences of other caregivers. But how do we know if the information is accurate and current? And, even when it is, what are the most effective strategies for using the information to make us more informed advocates and caregivers for our parents and for ourselves?

This program will help participants use web-based services wisely, by presenting strategies for evaluating and using web-based health and medical resources.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate the skills to:

4) Search for effective web-based health and medical issues and aging;
5) Evaluate web-based resources; and
6) Use web-based resources, so that they may be more informed advocates, and able to partner with health and medical professionals, as they help their parents manage their health and medical conditions.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:

4) Contacting a local university with a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a librarian, nurse, or other allied health professional with specialization in web-based health and medical research.
5) Contacting your city or county library to identify a librarian or other resource staff member with experience serving aging persons.
6) Contacting your Area Agency on Aging or other governmental agency that manages publicly-funded services for the aging, a senior center, a senior residential program, or a home care agency to identify a speaker who is knowledgeable about web-based health and medical research.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Be sure there is wi-fi capability where this program is held so the presenter(s) may demonstrate multiple websites.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential

participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.healthfinder.gov

Sponsored by the Office of Disease Prevention and Health Promotion, part of the U.S. Department of Health and Human Services (HHS), this site provides a wealth of information on health topics. This is an excellent resource for caregivers to bookmark.

www.MedlinePlus.gov

Sponsored by the National Library of Medicine, which is part of the National Institute of Health (NIH), this site provides a wealth of information on health topics, prescription and over-the-counter medicine dictionary, and a more general dictionary of medical terminology. This is an excellent resource for caregivers to bookmark.

Program 6.4   Recognizing and Reducing Caregiver Compassion Fatigue

Program Overview

The word "compassion" literally means "to suffer with," and all too frequently that is exactly what happens to caregivers. After weeks, months, and even years of behaving with great empathy, many caregivers find themselves mentally, physically, and spiritually exhausted. No matter how difficult it becomes to complete their caregiving duties in a compassionate manner or how high the personal and professional costs become, some caregivers are simply unable to disengage from the caregiver role and find balance and respite when needed. This condition has a name: "compassion fatigue." Adult-children and other family caregivers are especially vulnerable to experiencing the condition. The symptoms include:

1) exhaustion and physical ailments;
2) atypical emotional shifts and thought pattern;
3) behavioral changes at home and at work; and/or
4) relationship problems with family, friends, and co-workers.

If you think you are experiencing compassion fatigue, then you probably are. This program is designed to help adult-children recognize the signs of compassion fatigue and learn some strategies and resources for managing and reducing the condition.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:

1) The signs and symptoms of caregiver compassion fatigue;
2) The potential impact caregiver compassion fatigue may have on you as a caregiver, on your aging parent, and on other family members, friends, and co-workers; and
3) Strategies and resources for managing and reducing the condition.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:

1) Contacting a local hospital or private psychology or counseling practice to identify a licensed psychologist, counselor, or social worker with experience in caregiver compassion fatigue and experience supporting caregivers and their families.
2) Contacting a local university with a psychology department, a medical and/or health sciences school or Area Health Education Center (AHEC) office to identify a licensed psychologist, counselor, or social worker with expertise in caregiver compassion fatigue and experience supporting caregivers and their families.
3) Contacting a local senior center, senior residential program, home care agency, or Area Agency on Aging to identify a licensed psychologist, counselor, or social worker with expertise in caregiver compassion fatigue and experience supporting caregivers and their families.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

- ✓ Consider contracting with a licensed professional to lead a monthly support group for adult-children who attend ACAP programs, to help them discuss program information and resources and to explore strategies for caregiving with their parents.
- ✓ Consider "door prizes" or "goody bags" at ACAP programs, complete with coupons for spa services, yoga, restaurants, or other services to help caregivers address compassion fatigue.
- ✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.rosalynncarter.org/caregiver_resources/
The Rosalyn Carter Institute for Caregiving provides a clearinghouse of resources and materials to support caregivers.

Program 6.5   Knowing Your Limits and Creating Balance as a Caregiver

Program Overview

"I want to help them. They have always been there for me!" and "I feel so guilty!" are familiar responses from adult-children when asked why they dedicate time and other resources to caregiving for their aging parents. Most of us want to help our aging parents, but we also struggle with finding time for our spouses, our own children, our jobs, our friends, and our personal health. We may begin by visiting more frequently, taking over tasks such as bill-paying, or scheduling and managing medical routines. As our parents age, they inevitably need – and demand – more time from us. And most of us continue to give – preparing their meals, cleaning their homes, driving them everywhere. All too often, as we give more, we begin to feel anger, resentment, frustration, and helplessness. We feel guilty no matter how much we give. We wonder, is it even possible to set boundaries, to balance our own families, and care for our aging parents – and for ourselves? How little is too little, and how much is too much?

This program is designed to help adult-children expand their perspectives about caregiver guilt and other emotions, understand the importance of proactively managing their guilt, and present strategies for setting boundaries and balancing family.

Participant Learning Outcomes

This ACAP program will assist participants to demonstrate knowledge about:
1) Definitions of guilt and its relationship to caregiving with aging parents;
2) Different types and characteristics of guilt;
3) Strategies for setting boundaries, balancing family, and managing recurring guilt; and
4) Practical tips for gaining confidence in one's ability to reconcile the demands of elder care with the realities of personal needs and limitations.

Suggested Program Presenters

Appropriate presenters for this program may be identified by:
1) Contacting a local hospital, university, or private psychology or counseling practice to identify a licensed psychologist, social worker, or counselor with experience in counseling families about caregiving and geriatric services.
2) Contacting a local senior center, senior residential program, or home care agency to identify a licensed psychologist, social worker, or counselor with experience in counseling families about caregiving and geriatric services.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions

✓ Invite several ACAP chapter participants who care for aging parents to present as a panel and share resources, strategies, and experiences that they have found helpful.

✓ Consider contracting with a licensed professional to lead a monthly support group for adult-children who attend ACAP programs, to help them discuss program information and resources and to explore strategies for caregiving with their parents.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources

www.ACAPcommunity.org

ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.caring.com

Caring.com is a leading online destination for caregivers seeking information and support as they care for aging parents, spouses, and other loved ones, offering thousands of original articles, helpful tools, advice from more than 50 leading experts, a community of caregivers, and a comprehensive directory of caregiving services. This is a good resource for caregivers to bookmark.

Program 6.6   Juggling Work, Home, and Caregiving

Program Overview
In the past 50 years, there has been a dramatic shift in the role of women, the traditional homemaker and caregiver for the family. Although almost 60% of adult women now work outside the home, typically providing a significant portion of the household income, they still provide needed caregiving for children, spouse, and aging and frail parents. Increased longevity and associated frailty often require more years of caregiving than in the past, with increased intensity. Emotional and geographical distance within families often means that the primary caregiver provides the care alone and/or may be separated from older loved ones by miles, if not by states or nations. And trends of later births often means that the caregiver adult-daughter or son is in the peak of their career. Juggling work, home, and caregiving truly is a difficult task.

This ACAP program will offer participants information about trends relative to working while also providing care for an aging parent, supportive workplace policies, and strategies for balancing the many demands of working outside the home while also caring for one's family and older loved ones.

Participant Learning Outcomes
This ACAP program will assist participants in gaining knowledge about:
1) Strategies for balancing work, home, and caregiving;
2) Workplace policies and procedures that are supportive of working caregivers; and
3) How to access workplace supports.

Suggested Program Presenters
Appropriate presenters for this program may be identified by:
1) Contacting your Area Agency on Aging to identify the caregiver support specialist or a geriatric care manager who is knowledgeable about strategies for balancing caregiving, home and work.
2) Contacting your local Society for Human Resource Management (SHRM) office or local city/county human resources office to identify an appropriate speaker.
3) Contacting a local university to identify a faculty member whose academic specialty includes issues related to working and caregiving.

To further your chapter's commitment to diversity, equity, and inclusion, be sure to consider a speaker who represents underserved populations, intentionally engaging a diverse cadre of speakers each year.

Program Suggestions
✓ This program will require a speaker who is well-versed in current legislation and policies relative to workplace human resources issues.
✓ Often, this program is best conveyed with two speakers: one as the expert on corporate human resources issues and the other, a current or former adult-child caregiver who worked while providing care for an aging parent.

✓ In recognition of the wide range of circumstances and diverse population of caregivers, please be sure that this presentation provides information that is mindful of and helpful to all potential participants, including underserved and minority populations who may join in-person programs and/or online presentations.

Resources
www.ACAPcommunity.org
ACAPcommunity's website provides excellent downloadable audio podcasts ("The Caregiver Community") to accompany programs included in this module.

www.aarp.org
AARP offers a wealth of information on all aspects of aging and caregiving. Related to this module AARP provides a support line with face-to-face online capabilities for seniors, SilverSneakers® and other community-based programming for seniors, and educational resources.

https://eldercare.acl.gov/Public/Index.aspx
The Eldercare Locator is a public service of the U.S. Administration on Aging that connects caregivers to services for older adults and their families.

www.shrm.org/search/pages/default.aspx#k=caregiver&filters=
The Society for Human Resource Management (SHRM) website has excellent articles and tips regarding employment and caregiving.

APPENDIX

Sample Budget Worksheet

A budget is a key component for management of assets and liabilities. Everyone should use a budget in some form. This will give a snapshot of available funds, as well as expenditures. Budgeting can provide an assessment of spending habits and identify possible sources for the provision of additional income.

NOTE: It is important to keep the budget for the caregiver separate from the care recipient!

Income – Sources and Amounts

Income Sources	Monthly Amount ($)	Yearly Amount ($)
Retirement	1,800	21,600
Social Security	1,000	12,000
TOTAL	**2,800**	**33,600**

Financial Obligations (Bills)

Monthly Expense Item(s)	Monthly Amount ($)	Savings ($)
Rent	500	
Utilities	300	
Home/Cell Phone	140	
Cable TV/Internet	150	
Groceries	200	
Medication	75	
Medical Expenses	200	
Household Items	200	
Auto Insurance	100	
Gas for Automobile	50	
Personal Care (hair/nails)	50	
Restaurants/Coffee Shops	100	
Credit Card Payments	300	
Gifts and Fun	50	
Long-Term Care Insurance	300	
Incidentals	50	
TOTAL	**$2,765 x 12 (months) = $33,180**	**$33,600 - $33,180 = $420/year ($35/month x 12 months)**

The ideal goal for savings should be 20% of monthly income. Start with 5% or $140/month and cut expenses to reach a monthly savings goal of 20% or $560/month. **Some savings could possibly be realized by reductions in categories such as restaurants, personal care, and gifts and fun items.**

What is Medicare?

Medicare is health insurance for people 65 or older, people under 65 with certain disabilities, and people of any age with End-Stage Renal Disease (ESRD) (permanent kidney failure requiring dialysis or a kidney transplant).

What are the different parts of Medicare?

Medicare Part A (Hospital Insurance) helps cover:
- Inpatient hospital care
- Skilled nursing facility care
- Hospice care
- Home health care

Medicare Part B (Medical Insurance) helps cover:
- Services from doctors and other health care providers
- Outpatient care
- Home health care
- Durable medical equipment
- Some preventive services, including certain vaccines and cancer screenings

Medicare Part C (also called "Medicare Advantage"):
- Includes all benefits and services covered under Part A and Part B provided by Medicare-approved private insurance companies
- May include extra benefits and services for an extra cost
- Usually includes Medicare prescription drug coverage (Part D) as part of the plan

Medicare Part D (Medicare prescription drug coverage):
- Helps cover your prescription drug costs
- Run by Medicare-approved private insurance companies
- May help lower your prescription drug costs and help protect against higher costs in the future

Other Medicare terms

Some other terms you might need to know include:

Original Medicare: Original Medicare is sometimes called "traditional Medicare." Original Medicare coverage is managed by the Federal Government. If you don't choose a Medicare Advantage Plan (such as a Medicare HMO or PPO), you will have Original Medicare.

Medicare Supplement Insurance (also called **Medigap**): Medigap helps pay some of the costs that Original Medicare does not cover, such as copayments and deductibles. You need both Part A and Part B to purchase a Medigap policy.

Get the help you need

Consult other Fact Sheets in this series to help with the decisions you need to make, including:

- *Medicare Decisions for Someone Nearing Age 65*
- *Deciding Whether to Enroll in Medicare Part A and Part B When You Turn 65*
- *Medicare Decisions for Those Over 65 and Planning to Retire in the Next 6 Months*

Get Information from Medicare:

- Call **1-800-MEDICARE (1-800-633-4227)** to get Medicare information and important phone numbers. If you need help in a language other than English or Spanish, say "Agent" to talk to a customer service representative. TTY users should call 1-877-486-2048.

- **Visit Medicare.gov** to get detailed information about the Medicare health and prescription drug plans in your area, find participating health care providers and suppliers, get quality of care information, and more.

- **Look at the most recent "Medicare & You" handbook** to learn what's new and get information about what Medicare covers. If you don't have the most recent Handbook, you can download it on Medicare.gov or request a copy by calling 1-800-MEDICARE.

Call Social Security (1-800-772-1213) to:

- Find out if you're eligible for Part A and/or Part B and how to enroll,
- Ask questions about Part A and Part B premiums,
- Apply for "Extra Help" with Medicare prescription drug costs,
- Report a change to your address or name, or
- Get a replacement Medicare or Social Security card.

TTY users should call 1-800-325-0778. You can also visit SocialSecurity.gov.

Contact your benefits administrator, insurer, or plan if you have coverage through a former or current employer or union or other source. Talk with your administrator, insurer, or plan before making any changes to your coverage.

Call the Benefits Coordination & Recovery Center (BCRC) (1-855-798-2627) to find out if Medicare or your other insurance pays first. Let the BCRC know if you have other insurance, or if you need to report changes in your insurance information. TTY users should call 1-855-797-2627.

Contact your local State Health Insurance Assistance Program (SHIP) to get free personalized help making decisions about your health coverage. You can also get help with Medicare claims and appeals and help for people with limited income and resources. Call 1-800-MEDICARE or visit Medicare.gov/contacts to get the phone number for your local SHIP.