



STATE OF MICHIGAN

DEPARTMENT OF COMMUNITY HEALTH  
LANSING

JENNIFER M. GRANHOLM  
GOVERNOR

JANET OLSZEWSKI  
DIRECTOR

## MEMORANDUM

**DATE:** February 13, 2004  
**TO:** Long Term Care Facilities  
**FROM:** MDCIS/Clinical Advisory Panel  
Quality Improvement Nurse Consultants  
**SUBJECT:** Process Guideline for End-of-Life Care

Best clinical practice is only worthwhile to the extent that we use it to guide care for our residents.

Collaboratively, our current focus areas include improving the management of pain and end-of-life care within long-term care facilities in Michigan. The purpose of the following instructions is to clarify how to apply the Documentation Checklist: Process Guideline for End-of-Life Care. Attached is a copy of the Process Guideline. It is also available on the Quality Improvement Nurse Consultant website: { HYPERLINK "http://www.michigan.gov/qinc" }. This optional "best practice" tool for the management of end-of-life care was presented to you at the Spring 2002 Joint Provider/Surveyor Training on March 26, 2002. The effective date for usage of the tool was May 1, 2002.

Both facilities and surveyors will have the opportunity to use the Documentation Checklist when resident end-of-life care is of concern. Facilities will be accorded the opportunity to demonstrate that they have followed the steps in this guideline, as evidence to support an appropriate care process related to end-of-life care.

A workgroup including doctors and nurses with experience in geriatrics, nursing home care, and hospice discussed in depth the topic of end-of-life care in the long-term care population. They used available references about geriatric end-of-life care to help them prepare the process guidelines. The documentation checklist contains a series of steps related to managing end-of-life care issues in nursing home residents.

Best clinical practice information helps each facility provide the best possible care throughout the year. Along with information in the federal OBRA regulations, our surveyors will use these process guidelines to review how your facility is managing end-of-life concerns.