



**STANDARDS
FOR AN INTERMEDIATE CARE FACILITY
AND MULTIPLE OCCUPANCY IN A NURSING
AND/OR
RESIDENTIAL CARE FACILITY**



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NEW JERSEY STATE DEPARTMENT OF HEALTH

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SOURCE OF AUTHORITY

The State Board of Control, pursuant to authority delegated in N.J.S.A. 30:11-1 et seq. and 30:11A-1 et seq., and in accordance with applicable provisions of the Administrative Procedures Act of 1968, approved effective July 22, 1970 new standards for an Intermediate Care Facility and Multiple Occupancy in a Nursing and/or Residential Care Facility. These standards were amended by the Department on August 27, 1970 and the amended standards were adopted on September 1, 1970.

State of New Jersey
Department of Health

STANDARDS FOR AN INTERMEDIATE CARE FACILITY
AND MULTIPLE OCCUPANCY IN A NURSING AND/OR
RESIDENTIAL CARE FACILITY

I. Definition of Facility

- A. A nursing and/or residential care facility, as defined, shall be permitted to operate a Nursing Care Unit, and/or Extended Care Unit, and/or Skilled Nursing Care Unit, and/or Intermediate Care Unit, and/or Residential Care Unit as distinct and identifiable parts of the facility, subject to approval of the Hospital Licensing Board.
- B. The Intermediate Care Unit and/or the Residential Care Unit shall meet all applicable construction and operation requirements of the State of New Jersey for the approval of New Boarding Homes for Sheltered Care. In addition, Intermediate Care Units shall meet the Conditions, Guidelines and Standards for Intermediate Care Facilities as defined by the Federal Government, supplemented by additional State requirements.
- C. There shall be one class of Intermediate Care Unit which shall recognize only one level of care requiring daily supervision of the facility's health services by a registered professional nurse or licensed practical nurse 8 hours per day, 7 days per week, with overall on premise personnel supervision sufficient to provide one hour of care per resident per day around-the-clock. The standards of the Department for nursing homes, with modifications as contained herein, and the standards in the Federal Register for an Intermediate Care Facility shall be adopted for this purpose. Any classification of licensed or approved facility or a distinct and identifiable part of such facility shall be permitted to become an Intermediate Care Unit if it meets the standards.
- D. In those instances where local, State and Federal standards may differ, the higher of the standards shall be required.

II. Definition of Resident

- A. A resident in an Intermediate Care Unit is an adult person who requires supervision, who is ambulant or partially ambulant with or without assistance, who is reasonably oriented mentally, and who has been certified by a licensed physician to be free from communicable disease and not in need of nursing care on a continuing basis. This shall not be construed to prevent medical and nursing care of resident on an intermittent basis, in emergencies or during temporary illness.

- B. A resident, because of physical or mental limitations or both, requires living accommodations and care which, as a practical matter, can be made available only through institutional facilities.
- C. A resident does not have such an illness, disease, injury or other condition as to require the degree of care and treatment which a hospital or skilled nursing home (as that term is employed in Title XIX) is designed to provide.

III. Definition of Terms

A. Institutional Services

The term, "institutional services", means those items and services furnished by the institution in connection with providing the required range or level of care and services as hereafter defined, and other services provided by or under the auspices of the institution which contribute to the health, comfort, and well-being of the residents thereof; except that the term institutional services does not include allowances for clothing and incidental expenses for which money payments to recipients are made under the plan, nor does it include medical care, in a form identifiable as such and separable from the routine services of the facility, for which vendor payments may be made under a State plan approved under Title I, X, XIV, XVI, or XIX.

B. Distinct Part of an Institution

A "distinct part" of an institution is defined as a part which meets the definition of an Intermediate Care Facility and the following conditions:

1. Identifiable Unit.

The "distinct part" of the institution is an entire unit such as an entire ward or contiguous wards, wing, floor, or building. It consists of all beds and related facilities in the unit and houses all residents, except as hereafter provided, for whom payment is being made for intermediate care. It is clearly identified and is approved, in writing, by the agency applying the definition of Intermediate Care Facility herein.

2. Staff.

Appropriate personnel are assigned as defined herein and work regularly in the unit. Immediate supervision of staff is provided in the unit at all times by qualified personnel.

3. Shared Facilities and Services.

The distinct part may share such central services and facilities as management services, building maintenance and laundry, food, dining, and recreation services, etc., with other units.

4. Transfers Between Distinct Parts.

In a facility having distinct parts devoted to skilled nursing home care and intermediate care, which facility has been determined by the appropriate State agency to be organized and staffed to provide services according to individual needs throughout the institution, the foregoing paragraphs shall not be construed to require transfer of an individual within the institution when in the opinion of the individual's physician such transfer might be harmful to the physical or mental health of the individual.

IV. Minimum Requirements

For classification as an Intermediate Care Facility an institution shall meet the following minimum requirements listed under items A, B, and C.

- A. Manual of Standards for New Boarding Homes for Sheltered Care (July 1970) or as hereinafter amended.)
- B. Standards for Institutional Services in Intermediate Care Facilities as defined in the Federal Register, Volume 35, Number 112, June 10, 1970. These are summarized as follows.

1. Admission, Transfer, and Discharge of Residents.

The admission, transfer, and discharge of residents of the facility are conducted in accordance with written policies that include at least the following provisions.

- (a) Only those persons are accepted into the facility whose needs can be met within the accommodations and services the facility provides.
- (b) As changes occur in their physical or mental condition, necessitating service or care not regularly provided by the facility, residents are transferred promptly to hospitals, skilled nursing homes, or other appropriate facilities. Arrangements shall be made with appropriate placement agencies or other responsible persons as soon as possible for this purpose.

- (c) The resident, his next of kin, and the responsible agency if any, are consulted in advance of the discharge of any resident, and casework services or other means are utilized to assure that adequate arrangements exist for meeting his needs through other resources.

2. Personal Care and Protective Services.

The types and amounts of protection and personal services needed by each resident of the facility are a matter of record and are known to all staff members having personal contact with the resident. At least the following services are provided.

- (a) There is, at all times, a responsible staff member on duty in the facility, and immediately accessible to all residents, to whom residents can report injuries, symptoms of illness, or emergencies, and who is immediately responsible for assuring that appropriate action is taken promptly.
- (b) Assistance is provided, as needed by individual residents with routine activities of daily living such services as help in bathing, dressing, grooming, and management of personal affairs such as shopping.
- (c) Continuous supervision is provided for residents whose mental condition is such that their personal safety requires such supervision.
- (d) Residents who are not freely ambulatory are to be maintained on the first floor unless elevatory service is provided.

3. Social Services.

Services to assist residents in the dealing with social and related problems are available to all residents through one or more caseworkers on the staff of the facility or through arrangements with an appropriate outside agency.

4. Activities.

Regularly available activities for all residents including social and recreational activities involving active participation by the residents, entertainment of appropriate frequency and character, and opportunities for participation in community activities as possible and appropriate.

5. Food Service.

At least three meals a day, constituting a nutritionally adequate diet, are served in one or more dining areas separate from sleeping quarters, and tray service for residents temporarily unable to leave their rooms.

6. Special Diets.

If the facility accepts or retains individuals in need of medically prescribed special diets, the menus for such diets are planned by a professionally qualified dietitian, or are reviewed and approved by the attending physician, and the facility provides supervision of the preparation and serving of the meals and their acceptance by the resident.

7. Health Services.

Whether provided by the facility or from other sources, at least the following services to all residents:

- (a) A registered professional nurse or a licensed practical nurse employed full time by the facility and on duty during the day shift;
- (b) Continuing supervision by a physician who sees the resident at least quarterly;
- (c) Under direction of the resident's physician and supervision by a registered professional nurse or a licensed practical nurse on the staff of the facility, guidance and assistance for each resident in carrying out his personal health program to assure that preventive measures, treatments, and medications prescribed by the physician are properly carried out and recorded;
- (d) Arrangements for services of a physician in the event of an emergency when the resident's own physician cannot be reached.
- (e) In the presence of minor illness and for temporary periods, bedside care under direction of the resident's physician including nursing service provided by, or supervised by, a registered professional nurse or a licensed practical nurse;

(f) An individual health record for each resident including:

- (1) The name, address, and telephone number of his physician;
- (2) A record of the physician's findings and recommendations in the pre-admission evaluation of the individual's condition and in subsequent re-evaluations and all orders and recommendations of the physician for care of the resident;
- (3) All symptoms and other indications of illness or injury brought to the attention of the staff by the resident, or from other sources, including the date, time and action taken regarding each.

8. Living Accommodations.

Space and furnishings provide each resident clean, comfortable and reasonably private living accommodations with no more than four residents occupying a room, with individual storage facilities for clothing and personal articles, and with lounge, recreation and dining areas provided apart from sleeping quarters.

9. Administration and Management.

The direction and management of the facility are such as to assure that the services required by the residents are so organized and administered that they are, in fact, available to the residents on a regular basis and that this is accomplished efficiently and with consideration for, the objective of providing necessary care within a homelike atmosphere. Staff are employed by the facility sufficient in number and competence, as determined by the appropriate State agency, to meet the requirements of the residents.

C. Additional State Standards for Approval

1. Licensed Nurse Supervision

Each identifiable unit shall have daily active licensed nurse supervision on the day shift, which shall be provided on a continuing basis, 7 days per week, 8 hours per day, by either Registered Nurses or Licensed Practical Nurses. Such supervision and coverage shall be maintained at all times, including necessary relief during periods of vacation, illness or other absences. (Minimum weekly nursing hours required are indicated in Appendix A).

2. Auxiliary Personnel Supervision

Each identifiable unit shall have daily active other personnel supervision on the evening and night shifts, which shall be provided on a continuing basis, 7 days per week. Such supervision and coverage shall be maintained at all times, including necessary relief during periods of vacation, illness or other absences. (Minimum weekly other personnel hours required are indicated in Appendix A).

3. Overall Personnel Supervision

Each identifiable unit shall have overall personnel supervision, including licensed nurse and auxiliary personnel, which shall be sufficient to provide a minimum of one hour of supervision per resident per day on an around-the-clock basis, 7 days per week, 24 hours per day. (Minimum weekly overall hours required are indicated in Appendix A).

4. Professional Services and Medical Records

- (a) A recorded medical examination for each resident within 48 hours of admission, with admission limited to services available.
- (b) Evaluation of residents at least every three months by a physician with recorded progress notes.
- (c) Free choice of a physician by each resident.
- (d) Adequate arrangements for the availability and on call status of physician and dental services at all times and for emergencies.
- (e) Individual health and medical records for each resident, to include name, address and telephone number of physician, record of physician's findings, recommendations of admission evaluation and of subsequent re-evaluations, and all orders for care of residents.
- (f) Pertinent recorded nursing records and data relating to general condition of residents, special treatments and medications prescribed by a physician.
- (g) Drugs recorded by individual resident prescription with re-evaluation at least every three months by prescribing physician.

5. Equipment and Supplies

- (a) Each identifiable unit shall have a small nurses station which shall provide a desk or work table, locked medicine cabinet, medical record storage and small refrigerator for biological supplies.
- (b) Each identifiable unit shall have a small utility room which shall provide a sanitizer, hand sink, work counter, waste and soiled linen receptacles.
- (c) The sharing of a nurses station and/or a utility room by one or more adjacent identifiable units will be considered if located on the same floor.

V. Incentive Factors Above Minimum Requirements

- A. Separate occupational therapy room in the institution with adequate equipment and supplies which is operated under an organized program on a regular basis and is available to all residents in the Intermediate Care Facility Unit.
- B. Separate barber shop and beauty salon in the institution which are adequately equipped and supervised by licensed practitioners, under an organized program on a regular basis and is available to all residents in the Intermediate Care Facility Unit.
- C. Separate Chapel room in the institution with regular scheduled religious services for all residents in the Intermediate Care Facility Unit.

Note: It is anticipated that institutions currently licensed by the Department to provide nursing care will substantially meet these standards.

APPENDIX A

State of New Jersey
Department of Health

MINIMUM WEEKLY LICENSED NURSE HOURS AND OTHER AUXILIARY NURSE HOURS
REQUIRED FOR INTERMEDIATE CARE FACILITIES

(1 hour of supervision per resident per day with around-the-clock coverage, including licensed nurse supervision 8 hours per day, 7 days per week on the day shift.)

Census	Total Hours	Total Licensed	Other Hours	Census	Total Hours	Total Licensed	Other Hours
1 - 24	168	56	112	44	308	56	252
25	175	56	119	45	315	56	259
26	182	56	126	46	322	56	266
27	189	56	133	47	329	56	273
28	196	56	140	48	336	56	280
29	203	56	147	49	343	56	287
30	210	56	154	50	350	56	294
31	217	56	161	51	357	56	301
32	224	56	168	52	364	56	308
33	231	56	175	53	371	56	315
34	238	56	182	54	378	56	322
35	245	56	189	55	385	56	329
36	252	56	196	56	392	56	336
37	259	56	203	57	399	56	343
38	266	56	210	58	406	56	350
39	273	56	217	59	413	56	357
40	280	56	224	60	420	56	364
41	287	56	231	61	427	56	371
42	294	56	238	62	434	56	378
43	301	56	245	63	441	56	385

Census	Total Hours	Total Licensed	Other Hours	Census	Total Hours	Total Licensed	Other Hours
64	448	56	392	89	623	56	567
65	455	56	399	90	630	56	574
66	462	56	406	91	637	56	581
67	469	56	413	92	644	56	588
68	476	56	420	93	651	56	595
69	483	56	427	94	658	56	602
70	490	56	434	95	665	56	609
71	497	56	441	96	672	56	616
72	504	56	448	97	679	56	623
73	511	56	455	98	686	56	630
74	518	56	462	99	693	56	637
75	525	56	469	100	700	56	644
76	532	56	476	101	707	56	651
77	539	56	483	102	714	56	658
78	546	56	490	103	721	56	665
79	553	56	497	104	728	56	672
80	560	56	504	105	735	56	679
81	567	56	511	106	742	56	686
82	574	56	518	107	749	56	693
83	581	56	525	108	756	56	700
84	588	56	532	109	763	56	707
85	595	56	539	110	770	56	714
86	602	56	546	111	777	56	721
87	609	56	553	112	784	56	728
88	616	56	560	113	791	56	735