

State-approved Curriculum NURSE AIDE I TRAINING PROGRAM July 2019 Module E



North Carolina Department of Health and Human Services Division of Health Service Regulation Health Care Personnel Education and Credentialing Section NCDHHS is an equal opportunity provider and employer.

Module E – Law and Ethics Teaching Guide

Objectives

- Describe ethical conduct
- Describe a resident's rights in the nursing home
- Give examples of abuse, neglect, and misappropriation of property
- Explain the role of the Health Care Personnel Registry
- Explain the role of the nurse aide in securing informed consent prior to providing care to the resident

Handouts - Duplicate one copy each per student

- #1E Mistreatment of the Vulnerable Adult
- #5E North Carolina's Bill of Rights for Nursing Home Residents (Condensed Version)

Advance Preparation – In General

- Review curriculum and presentation materials
- Add examples or comments to Notes Section
- Set up computer/projector
- Establish internet connection

Advance Preparation – Teaching Tips

- **#2E Web site:** Review the following website: NC Division of Health Service Regulation <u>www.ncnar.org</u>
 - Health Care Personnel Investigations (& Registry) located by clicking on the same name on left side of screen, then clicking on Provider Information on the left side of resulting screen, scrolling down the resulting screen and pointing out the following:
 - Reportable Allegations and Types
 - How to Report Allegations (click and scroll down through the process)
- **#5E Resident's Rights:** Duplicate and distribute a copy of the *North Carolina's Bill of Rights for Nursing Home Residents (Condensed Version)* to each student. Point out the posted federal Resident Rights' document when in clinical.

Module E – Laws and Ethics Definition List

Abuse – willful infliction of injury, unreasonable confinement, intimidation or punishment with resulting physical harm, pain, or mental anguish

Assault – act of threatening to touch, or attempting to touch a person, without proper consent

Basic Human Rights – protected by the Constitution of the United States and state that a person has the right to be treated with respect, live in dignity, pursue a meaningful life and be free of fear

Battery – touching a person without consent

Civil Law – law that deals with relationships between people

Code of Ethics – rules of conduct for particular group, may differ from one facility to another, but revolves around idea that resident is valuable person who deserves ethical care

Confidentiality – not disclosing or telling information that is personal or private about a resident, except to authorized people

Consent – the right to decide what will be done to the body and who can touch the body, may be written consent, verbal consent, or implied consent

Criminal Law – offenses against the public and society

Defamation – false statement made to a third person that causes a person shame or ridicule, or ruins their reputation; written is called libel; verbal is called slander

Disclosure – making known to the public

Diversion of Drugs – unauthorized taking or use of any drug

Exploitation – Exploitation means taking advantage of a resident for personal gain using manipulation, intimidation, threats, or coercion.

False Imprisonment – unlawful restraining or restricting a person's movement

Fraud – an intentional deception or misrepresentation made by a person with knowledge that deception could result in some unauthorized benefit to self or some other person

Invasion of Privacy – violation of right to control personal information or the right to be left alone

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Laws - rules made by government to help protect public

Malpractice – giving care for which you are not allowed legally to perform

Misappropriation of Property – deliberate misplacement, exploitation, or wrongful, temporary, or permanent use of a resident's belongings or money without the resident's consent

Neglect – a failure to provide goods and services to a resident that are necessary to avoid physical harm, pain, mental anguish, or emotional distress

Negligence – actions or failure to act or give proper care resulting in injury

Nondisclosure – not making known to the public

Privacy – the personal responsibility and activities done to prevent the intrusion of one person onto another

Resident's Rights – rights that have been written into Federal law (OBRA) that identify how a resident must be treated while living in a long-term care facility

Sexual abuse – non-consensual sexual contact of any type with a resident

Vulnerable Adults – adults who are at risk for abuse or mistreatment because they are not able to protect selves from harm due to mental, emotional, developmental disability; or brain damage; or changes from aging

Module E – Laws and Ethics	
(S-1) Title Slide	
(S-2) Objectives	
1. Describe ethical conduct.	
2. Describe a resident's rights in the nursing home.	
3. Give examples of abuse, neglect, and misappropriation of	property.
4. Explain the role of the Health Care Personnel Registry.	FF
5. Explain the role of the nurse aide in securing informed cor	sent prior to providing care
to the resident.	
Content	Notes
(S-3) Laws	
• Are rules made by government to help protect public	
Person liable if laws not obeyed and may be fined or	
jailed	
Two types	
 Criminal – offenses against the public 	
 Civil – deal with relationships between people 	
(S-4) Legal – Key Terms (1)	
 Tort – a wrong committed against a person or property 	
 Unintentional – did not mean to cause harm 	
 Intentional – did mean to cause harm 	
Malpractice	
 Giving care for which you are not allowed legally to 	
perform	
 Example – nurse aide performing treatment only 	
allowed by nurses, such as starting a blood	
transfusion	
Negligence Actions or foilure to get or give proper sore, resulting	
 Actions or failure to act or give proper care, resulting in injunt 	
in injury	
 Examples – brakes on wheelchair not locked and regident falls, failure to provide water if permitted and 	
resident falls, failure to provide water if permitted and	
resident requests (S-5) Assault and Battery	
 Assault 	
 Act of threatening to touch, or attempting to touch a porson without proper consent (key is consent) 	
 person, without proper consent (key is consent) Example – threatening to "tie a resident down" 	
Battery Touching a narroon without concent	
 Touching a person without consent Evenue bitting a regident 	
 Example – hitting a resident 	
 Example – performing a procedure that resident 	
refused	
(S-6) Consent	
• The right to decide what will be done to the body and	
who can touch the body	

	Module E – Laws and Ethics	
•	Example of written consent – signs a form (nurse aide	
•	does not obtain this)	
	Example of verbal consent – a verbal "yes" or "ok" (nurse	
•	aide can obtain this)	
	Example of implied consent – resident extends arm after	
•	nurse aide asks to check blood pressure (nurse aide can	
	obtain this)	
(S	7) Invasion of Privacy	
	Violation of right to control personal information or the	
	right to be left alone	
•	Example – gossiping in the hall about a resident's	
	medical condition and others hear the conversation	
•	Example – picture taken of resident and put on a social	
	network, without consent	
(S	·8) Legal – Key Terms (2)	
	False imprisonment	
	 Unlawful restraining or restricting a person's 	
	movement	
	 Example – restraining a person, without authorization 	
	or justification	
	 Example – not allowing a person to leave a facility 	
•	Defamation	
	• False statement made to a third person that causes a	
	person shame or ridicule, or ruins the reputation	
	• Written is libel	
	 Verbal is slander 	
	• Example – saying or writing that a resident is insane	
(S-	9) Legal – Key Terms (3)	
•	Diversion of drugs – unauthorized taking or use of any	
	drug	
•	Fraud – an intentional deception or misrepresentation	
	made by a person with knowledge that deception could	
	result in some unauthorized benefit to self or some other	
	person	
(S-	10) Importance of Laws	s-4
•	Laws tell people what they can and cannot do	
•	Laws are written to protect the public and society from	
	harm	
(S-	11) Legal – Nurse Aide's Role	
•	Understand range of function and know what he/she can	
	legally perform, while on duty	
•	Keep skills and knowledge current	
•	Keep resident's safety and well-being in mind	
•	Understand directions for use when using equipment,	
	materials, supplies	
L		l

Module E – Laws and Ethics				
 Follow long-term care facility's policy and procedures, 				
regarding care of resident				
 Do no harm to resident or belongings 				
Report questionable practices by others to the nurse				
Review legal key terms and understand examples of				
each				
HANDOUT #1E: Mistreatment of the Vulnerable Adult				
Distribute handout to class.				
TEACHING TIP #1E: Mistreatment of the Vulnerable				
Adult				
Handout Begins				
Refer to the Mistreatment of the Vulnerable Adult Handout				
and for the next eight (8) slides point out each particular part				
in the handout depicted on each slide and go over with				
students.				
(S-12) Who are Vulnerable Adults?				
• Adults who are at risk for abuse or mistreatment because				
they are not able to protect selves from harm due to				
mental, emotional, developmental disability; or brain				
damage; or changes from aging				
(S-13) We Must Protect our Vulnerable Adults From				
 Neglect – a failure to provide goods and services 				
necessary to avoid physical harm, mental anguish, or				
mental illness				
Misappropriation of property – illegal or improper use of management of the second s				
resident's money, property, assets; by another, without				
 consent, for personal gain Abuse – willful infliction of injury, unreasonable 				
confinement, intimidation or punishment with resulting				
physical harm, pain, or mental anguish				
 Exploitation – taking advantage of a resident for personal 				
gain by manipulation, intimidation, threats, or coercion.				
(S-14) Role of the Nurse Aide in Regards to Prevention				
of the Mistreatment of Vulnerable Adult				
Care of personal property				
 Handle possessions carefully 				
 Report observed theft 				
 Add any new possessions to list of resident 				
belongings, per facility policy				
 Mark items with resident's name Do not account tipe or only for tipe 				
 Do not accept tips or ask for tips 				

Module E – Laws and Ethics			
•	Review key terms and understand what must be reported		
	to nurse		
•	Recognize signs/symptoms of various types of abuse,		
	neglect, and misappropriation of funds		
•	If abuse is observed by another health care provider,		
	stop abuse and report immediately to nurse		
•	Report questionable practices by others to nurse		
TE	EACHING TIP #2E: Role-play		
	ale play a situation between a purea side and a resident		
	ble-play a situation between a nurse aide and a resident here a tip is offered for a service.		
VVI	iere a lip is offered for a service.		
Δ	sk for volunteers, one to be resident, one to be nurse aide.		
	esident offers a monetary tip for something the nurse aide		
	d while caring for the resident (examples: helping with a		
	ower, straightening the resident's room) and continues to		
	ess nurse aide to accept tip at least once after offering tip.		
	urse aide refuses tip each time.		
	-		
Af	ter role-play, point out the following:		
	 Residents are paying for service 		
	 Nurse aide is paid to provide service 		
	 Care is based on need, not race, creed, color, age or 		
	financial resources		
	 Tact and courtesy are important when refusing tip 		
	 Nurse aide continues to be helpful 		
(S	-15) Signs, Symptoms, and Examples of Neglect		
•	Dehydration, malnutrition, untreated pressure ulcers, and		
	poor personal hygiene		
•	Unsanitary and unclean conditions, such as being dirty,		
	having to lie in feces or urine, inadequate clothing		
•	Resident's report of neglect		
(3	-16) Misappropriation of Property Signs and Symptoms		
	 The sudden appearance of a staff member's name on 		
	a bank signature card		
	 The discovery of a forged version of the resident's 		
	name		
	 The sudden and unauthorized withdrawal of money 		
	using an ATM card or other means		
	 Unexplained disappearance of the resident's personal 		
	property or money from the resident's room		
	 Resident's report of missing personal property, 		
	assets, or money		
•	Examples		
	 Cashing a resident's checks without permission 		

	Module E – Laws and Ethics	
	 Forging a resident's name on documents 	
	 Misusing or stealing a resident's money or personal 	
	property	
(S	6-17) Physical Abuse	
•	Signs and Symptoms	
	 Sprains, dislocations, broken bones, skull fractures 	
	 Bruises of face, upper arms, upper thighs, abdomen 	
	 Fearfulness 	
	 Withdrawn, paranoid behavior 	
	 Bruises, black eyes, welts, lacerations 	
	 Rope marks, restraint marks 	
	 Open wounds, cuts, punctures 	
	 Internal injuries/bleeding 	
	 Repeated "unexplained" injuries 	
	 Sudden change in resident's behavior 	
	 Resident's report of physical abuse 	
•	Examples	
	 Hitting, beating, pushing, kicking, slapping, pinching, 	
	shaking	
	o Burning	
	 Handling or moving the resident roughly 	
	 Withholding personal or medical care 	
	 Inappropriate use of drugs and physical restraints 	
	• Force-feeding	
(S	5-18) Emotional or Psychological Abuse	
•	Signs and Symptoms	
	 Emotionally upset or agitated 	
	 Extremely withdrawn, will not talk, or is non- 	
	responsive	
	 Deferent, passive, acting shamed 	
	 Depressed, voices feelings of helplessness and 	
	hopelessness	
	• Trembling, clinging, cowering, minimal eye contact	
	 Unusual behavior (sucking, biting, rocking) that may 	
	be mistakenly attributed to dementia	
	• Resident's report of emotional or psychological abuse	
•	Examples	
	 Instilling fear through intimidation 	
	 Not answering call signal Mosking or making mean remarks to resident 	
	 Mocking or making mean remarks to resident 	
	 Sexual harassment Demonde to perform domocning acts 	
	 Demands to perform demeaning acts Verbal threats of harm insults, threats 	
	 Verbal threats of harm, insults, threats 	
	o Humiliation	
	 Harassment Treating regident like a heavy 	
	 Treating resident like a baby Enforced applied isolation 	
	 Enforced social isolation 	

	Module E – Laws and Ethics
(S-	9) Exploitation
•	signs and symptoms
	Resident inconsistent with longstanding values/beliefs
	Wills, living wills, trusts, income flow altered with new
	caretaker or friend as beneficiary/executor
	Begins using new bankers, physician, attorneys
	Increasingly helpless, frightened, despondent, feeling
	only caretaker or friend can prevent further decline
	Resident does not see true nature of the caretaker or
	friend
•	Examples
•	New friend or caretaker appears to have restrictive
	control and dominance over resident
	Visitors are denied access to resident
	New friend or caretakers makes all decisions for
	resident
	Resident mistrusts family members and long-time
	friends
TE	CHING TIP #3E: Mistreatment of the Vulnerable
Ad	lt
На	dout Ends
	use of Mistreatment of the Vulnerable Adult Handout
en	
(3-	0) Health Care Personnel Registry (HCPR)
•	ists pending allegations and substantiated findings of urse aides and other unlicensed personnel
•	ICPR listings can lead to negative consequences for the
•	urse aide
•	Substantiated finding of abuse, neglect and
	hisappropriation of resident property will cause a finding
	n the HCPR
•	lurse aides cannot be employed in a nursing home with
	substantiated finding on the HCPR
TE	CHING TIP #4E: Web site
Pa	ind the student about the Health Care Personnel
-	stigations' web page located at the <u>www.ncnar.org</u> Web
site	Sugarons web page located at the www.nenal.org
2.00	
Yo	may want to navigate back to the Web site as a review
•	Reportable Allegations and Types
•	low to Report Allegations (click and scroll down through
	ne process)

	Module E – Laws and Ethics	
•	21) Mistreatment of Vulnerable Adult – Points to	
Re	member	
•	Abuse is cause for immediate dismissal of the	
	perpetrator and posted on Nurse Aide Registry, if	
	substantiated	
•	Not reporting abuse is aiding and abetting	
(S-	22) Ethics and Code of Ethics	
•	Ethics	
	 Is knowledge of what is right conduct and wrong 	
	conduct, or knowing right from wrong	
	• Inner knowledge that assists us in making choices or	
	judgments	
•	Code of Ethics	
	 Rules of conduct for particular group 	
	• May differ from one facility to another, but revolves	
	around idea that resident is valuable person who	
	deserves ethical care	
	• Helps employees deal with issues of right and wrong	
•	Confidentiality – not disclosing or telling information that	
	is personal or private about a resident, except to	
	authorized people	
•	Privacy	
	• The personal responsibility and activities that prevent	
	the intrusion of one person onto another	
	 Example – pulling suspended curtains completely 	
	around a resident's bed during care provides physical	
	barrier from others	
	 Example – lowering one's voice when talking in the 	
	hall about a resident's condition	
НΔ	NDOUT #2E: North Carolina's Bill of Rights for	
	rsing Home Residents (Condensed Version)	
110		
Dis	stribute handout to class.	
TF	ACHING TIP #5E: North Carolina's Bill of Rights for	
	rsing Home Residents (Condensed Version)	
Re	fer to the North Carolina's Bill of Rights for Nursing Home	
	sidents (Condensed Version)	
•	Point out rights #1, 5, 6, 8, 10, and 11 where nurse aide	
	plays a distinct role	
•	Point out posted federal Resident Rights when in clinical	
•	If instructor wants to review the latest federal regulations	
	for Resident Rights in nursing homes – located at	
	https://www.law.cornell.edu/cfr/text/42/483.10	
(S-	23) Basic Human Rights	

	Module E – Laws and Ethics	
•	Are protected by the Constitution of the United States	
•	Right to be treated with respect, live in dignity, pursue a	
	meaningful life and be free of fear	
•	Examples of infringement of these rights – addressing	
	residents as children, using demeaning nicknames for	
	residents, leaving door open during bath, threatening a	
(0	resident with harm	
(S	-24) Resident's Rights	
•	Defined	
	 Residents have same legal rights as all citizens of the United States plus legally protected Resident's Pichts 	
	 United States plus legally protected Resident's Rights Rights that have been written into federal law (OBRA) 	
	that identify how a resident must be treated while	
	living in a long-term care facility	
	 Provides a code of ethics for health care providers 	
	 Posted in long-term care facility and given to 	
	resident/legal representative on admission	
•	Ombudsman – every resident living in a North Carolina	
	long-term care facility has access to a person assigned	
	to their district who supports or promotes their interests	
	 District assignments of NC long term care 	
	ombudsman – located at	
	https://files.nc.gov/ncdhhs/Ombudsman-	
	Contact%20List_2.pdf	
(S	-25) * Ethics – Importance (1)	
•	Knowledge of right and wrong guides sense of duty and	
	conduct of all health care providers	
•	Guides all health care providers in providing quality care	
•	Governs actions of health care providers	
•	Vital to safety and well-being of residents	
(S	26) * Ethics – Nurse Aide's Role (2)	
•	Use good judgment	
•	Keep staff and resident information confidential	
•	Document accurately	
•	Follow plan of care as outlined	
•	Be honest and trustworthy at all times	
	Report abuse or suspected abuse	
• /©	Understand and respect Resident's Rights 27) * Ethics – Nurse Aide's Role (3)	
•	Report all resident observations and incidents	
	Show empathy for residents	
	Respect all residents equally	
	Provide high quality of resident care	
	Protect residents' privacy	
	Treat all residents professionally	
-	riou un robidonto prorobbionally	

	Module E – Laws and Ethics		
•	Avoid stereotyping due to residents beliefs or culture		
•	Respect values and beliefs that differ from your own		
•	Safeguard the resident's property		
(S	-28) * Ethics – Points to Remember (4)		
•	Ethical behavior – always being accountable for actions		
•	When do nurse aides use ethical behavior? Always!		
•	Ethical behavior can vary with different cultures and		
	social backgrounds		
•	We are all individuals who think differently		
(S	-29) * Ethics – End of Life Care		
•	End of life decision making usually follow resident's		
	individual ethical principles		
•	Nurse aides must respect fact that resident has right to		
	make own self-determination regarding end of life		
	decisions and may differ from nurse aide's own personal		
	ethics		
•	Resident has		
	 Right to refuse medical intervention at end of life 		
	 Right to request everything possible in order to prolong life 		
	prolong life		

Handout #1E: Mistreatment of the Vulnerable Adult

Who Are Vulnerable Adults?

Adults who are at risk for abuse or mistreatment because they are not able to protect selves from harm due to mental, emotional, developmental disability; or brain damage; or changes from aging

We Must Protect Them From...

- Abuse willful infliction of injury, unreasonable confinement, intimidation or punishment with resulting physical harm, pain, or mental anguish
- Neglect a failure to provide goods and services necessary to avoid physical harm, mental anguish, or mental illness
- Misappropriation illegal or improper use of resident's money, property, assets; by another, without consent, for personal gain
- Exploitation taking advantage of a resident for personal gain through the use of manipulation, intimidation, threats, or coercion

What is the Role of the Nurse Aide in Regards to Prevention of the Mistreatment of Vulnerable Adult?

- Personal property
 - Handle possessions carefully
 - Report observed theft
 - Add any new possessions to list of resident belongings, per facility policy
 - Mark items with resident's name
 - Do not accept tips or ask for tips
- Report questionable practices by others to nurse
- If abuse is observed by another health care provider, stop abuse and report immediately to nurse
- Review key terms and understand what must be reported to nurse
- Recognize signs/symptoms of various types of abuse, neglect, misappropriation and exploitation

Signs, Symptoms, and Examples of Neglect

- Dehydration, malnutrition, untreated pressure ulcers, and poor personal hygiene
- Unsanitary and unclean conditions, such as being dirty, having to lie in feces or urine, inadequate clothing
- Resident's report of neglect

	Misappropriation of Property			
	Signs/Symptoms		Examples	
• • •	Sudden appearance of staff member's name on a bank signature card Discovery of forged version of the resident's name Sudden and unauthorized withdrawal of money using an ATM card or other means Unexplained disappearance of the resident's personal property or money from the resident's room Resident's report of missing personal property, assets, or money	•	Cashing a resident's checks without permission Forging a resident's name on documents Misusing or stealing a resident's money or personal property	
	Physical Abus Signs/Symptoms	e	Examples	
• • • • •	Repeated "unexplained" injuries Internal injuries/bleeding Sprains, dislocations, broken bones, skull fractures Bruises of face, upper arms, upper thighs, abdomen Black eyes, welts, lacerations Rope marks, restraint marks Open wounds, cuts, punctures Sudden change in resident's behavior Fearfulness, withdrawn, paranoid behavior	• • •	Hitting, beating, pushing, kicking, slapping, pinching, shaking Burning Handling or moving the resident roughly Withholding personal or medical care Inappropriate use of drugs and physical restraints Force-feeding	
•	Resident's report of physical abuse			
	Emotional or Psycholog	ical	Abuse	
	Signs/Symptoms		Examples	
• • • • •	Emotionally upset or agitated Extremely withdrawn, will not talk, or is non- responsive Deferent, passive, acting shamed Depressed, voices feelings of helplessness and hopelessness Trembling, clinging, cowering, minimal eye contact Unusual behavior (sucking, biting, rocking) that may be mistakenly attributed to dementia Resident's report of emotional or psychological abuse	• • • • •	Instilling fear through intimidation Not answering call signal Mocking or making mean remarks to resident Sexual harassment Demands to perform demeaning acts Verbal threats of harm, insults Humiliation Harassment Treating resident like a baby Enforced social isolation	
	Exploitation	1	Proceeding and the second seco	
• • • •	Signs/Symptoms Inconsistent with longstanding values/beliefs Wills, living wills, trusts, income flow altered with new caretaker or friend as beneficiary/executor Begins using new bankers, physician, attorneys Increasingly helpless, frightened, despondent, feeling only caretaker or friend can prevent further decline Resident does not see true nature of the caretaker or friend	•	Examples New friend or caretaker appears to have restrictive control and dominance over resident Visitors are denied access to resident New friend or caretakers makes all decisions for resident Resident mistrusts family members and long-time friends	

Handout #2E: North Carolina's Bill of Rights for Nursing Home Residents (Condensed Version)

EVERY RESIDENT SHALL HAVE THE FOLLOWING RIGHTS:

- (1) To be treated with consideration, respect, and full recognition of personal dignity and individuality.
- (2) To receive care, treatment, and services that are adequate and appropriate, and in compliance with relevant federal and State statutes and rules.
- (3) To receive at the time of admission and during stay, a written statement of services provided by the facility, including those required to be offered on an as needed basis, and of related charges. Charges for services not covered under Medicare and Medicaid shall be specified. The patient will sign a written receipt upon receiving the above information.
- (4) To have on file physician's orders with proposed schedule of medical treatment. Written, signed evidence of prior informed consent to participation in experimental research shall be in patient's file.
- (5) To receive respect and privacy in his medical care program. All personal and medical records are confidential.
- (6) To be free of mental and physical abuse. Except in emergencies, to be free of chemical and physical restraint unless authorized for a specified period of time by a physician according to clear and indicated medical need.
- (7) To receive from the administration or staff of the facility a reasonable response to all requests.
- (8) To associate and communicate privately and without restriction with persons and groups of the patient's choice at any reasonable hour. To send and receive mail promptly and unopened. To have access to a telephone where the patient may speak privately. To have access to writing instruments, stationary and postage.
- (9) To manage his/her own financial affairs unless other legal arrangements have been implemented. The facility may also assist the patient but is required to follow stringent guidelines.
- (10) To have privacy in visits by the patient's spouse, and if both are patients in the same facility, they shall be given the opportunity, where feasible, to share a room.
- (11) To enjoy privacy in his/her room.
- (12) To present grievances and recommend changes in policies and services personally, through other persons or in combination with others, without fear of reprisal, restraint, interference, coercion, or discrimination.
- (13) To not be required to perform services for the facility without personal consent and the written approval of the attending physician.
- (14) To retain, to secure storage for, and to use his personal clothing and possessions, where reasonable.
- (15) To not be transferred or discharged from a facility except for medical, financial, or their own or other patient's welfare, nonpayment for the stay or when mandated by Medicare or Medicaid. Any such transfer shall require at least five days' notice, unless the attending physician orders immediate transfer, which shall be documented in the patient's medical record.
- (16) To be notified within ten days after the facility's license is revoked or made provisional. The responsible party or guardian must be notified as well.