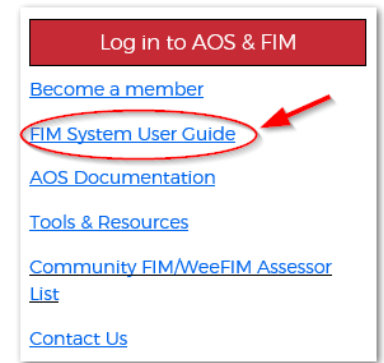


Resources & Support

AROC Online System (AOS) User Manual – An excellent resource to help you navigate around AOS and utilise it for your advantage. Downloadable from the website [here](#). Some features in AOS include:

- Updating your clinicians contact details (such as emails) pg13 in AOS Manual
- Downloading FIM credentialing reports, pg16
- Details about the Online Refresher, pg28
- Viewing and exporting information from your Manage Keys. We've requested IT update permissions so all FTs and Coordinators see all keys at their facility



"I found it very valuable"

FT Tasmania

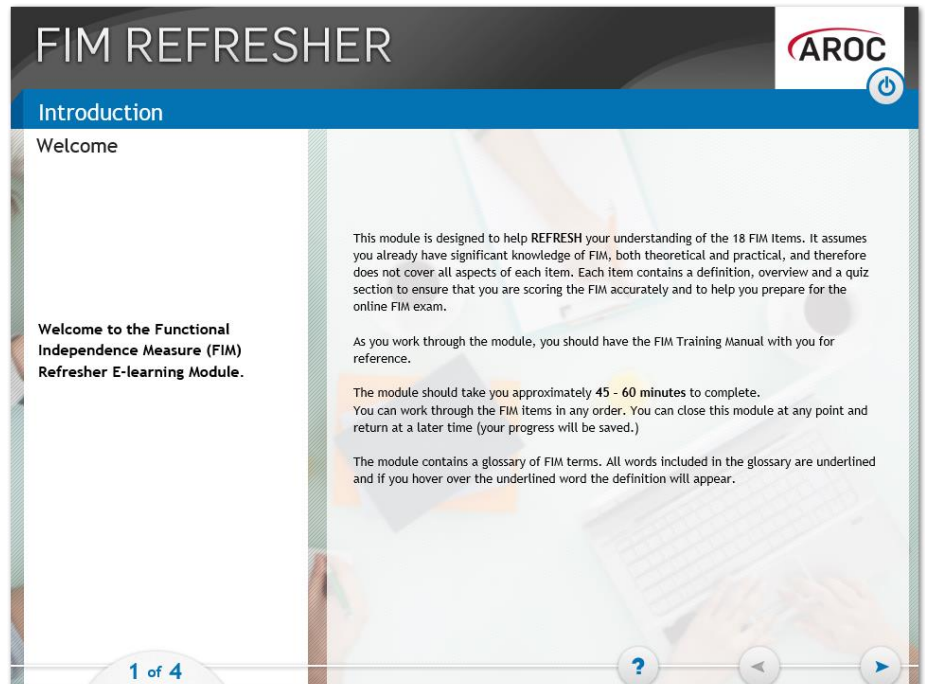
"Great idea. I'm glad I participated"

FT South Australia

FT Support Meetings – AROC has been conducting state specific Video Conferences. These are conducted twice yearly for support and networking, giving trainers the opportunity to discuss FIM issues with AROC and it's Master Trainers. These meetings are by invitation for all current Facility Trainers.

Online Refresher and Exam

The Online Refresher is a tool FIM clinicians can use for revision when they are due to re-credential in FIM. The Refresher is inclusive of an Online E-learning Module and a FIM Exam. FIM clinicians should have their FIM Manual while completing the Online Refresher. It's been observed that FIM assessment quality decreases if re-training does not occur every 4 years, hence we strongly recommend alternating between a face-to-face workshop and Online Refresher every 4th year, and completing a stand-alone FIM exam every 2nd year. More details about the Online Refresher can be found in the AOS User Manual for FTs.



FIM FUN

The team at **Epworth Rehab** have done an excellent job creating a fun icebreaker to be used during any FIM Training. Please see an example of this at the end of this Newsletter. There will be more to follow on the website shortly.

Clinical Queries & Explanations

Bathing

Question: The body is divided into 10 'areas' but what if the patient can do part but not all of the area e.g. can do their lower leg but not foot?

Answer: Bathing includes washing, rinsing and dry. The patient needs to complete the whole 'area' e.g. lower leg and foot to score. There are no half or part scores. The area has to be completed in entirety to score.

Question: Bathing includes washing, rinsing and drying. Is air-drying acceptable?

Answer: Yes, within reason. FIM does not score on the quality of performing the task but on the need for assistance or burden on care.

Dressing Upper & Lower Body

Scoring Clarification - Dressing into clothes 'suitable to be worn in public' (ie. day clothes) and undressing out of these same clothes must be taken into account when scoring this item. Do not score dressing and undressing separately and take the lowest score. **Calculate the total number of steps taken** to both dress into clothes and undress out of these clothes, then determine the number of steps that are completed by the patient. This will likely require collaboration between team members who observe this task across different shifts.

Bowel Management

Question: How do I score if the patient has regular (second day/weekly) but not daily enema/suppository's?

Answer: Even though the enema/suppository isn't given daily it has a regular and constant effect on the bowel function and therefore needs to be considered when scoring FIM. Score the level of assistance required for the patient to complete the task regardless of the frequency, as long as it is given regularly.

Question: How do I score if a patient has occasional or intermittent enemas/suppository's?

Answer: If the enema/suppository is occasional or intermittent then only consider it in FIM scoring if it falls on the FIM day. If it falls on the FIM day then score the level of assistance required for the patient to complete the task.

PEG Feeding

Question: What is the difference between adult FIM and child WeeFIM PEG scoring?

Answer FIM: If a patient has a PEG, JPEG or NG feeding tube in situ to receive all or part of their nutritional needs, the FIM score is based on the amount of assistance required to administer the enteral food.

Answer WeeFIM: Any tube feeding in children is usually scored 1. Children do not usually do any of the task themselves; therefore, it is a high level of burden.

For example: if a helper administers the food the with no input from the patient the FIM/WeeFIM Score is 1. If the patient is able to administer the food themselves, with instructions and supervision, the FIM/WeeFIM Score is 5. This does NOT include TPN.

Reminders

Facility Trainer Ongoing Requirements – A Facility Trainer is required to fulfil a number of Ongoing Requirements to retain Facility Trainer status. To help keep track of this AROC has developed an Ongoing Requirements Form, which can be downloaded from the website. We recommend sending this in whenever you re-sit your FIM exam every 2 years. Importantly it is good to remember that a Trainers credentialing needs to be maintained on two levels:

1. FIM credentialing every 2 years completing a FIM exam with 85+% (submit your Ongoing Requirements Form at each FIM credentialing)
2. Facility Trainer credentialing every 4 years by attending a Facility Trainer workshop as a refresher plus other ongoing requirements.

All Ongoing Requirements are listed below and can be found on our website here <https://ahsri.uow.edu.au/aroc/training/index.html#Levels>

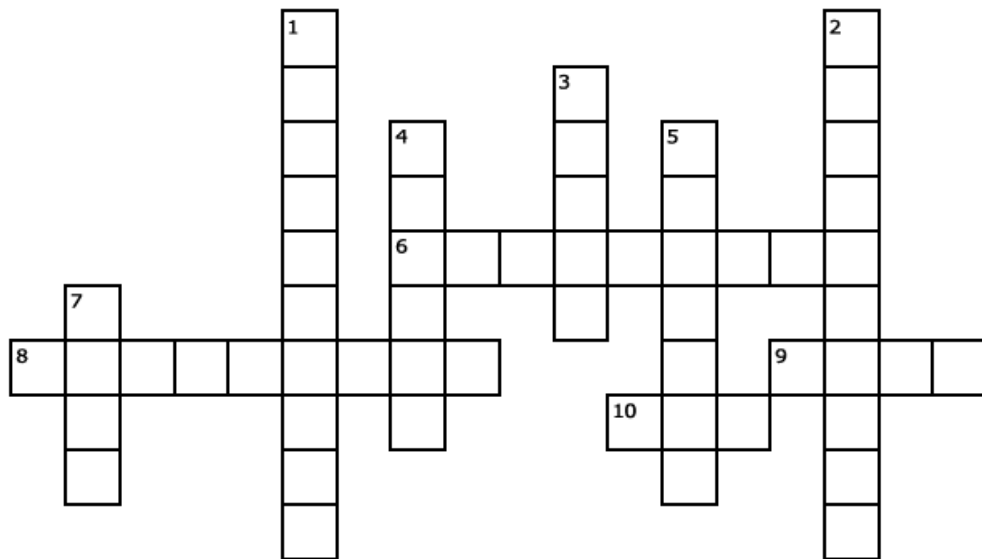
- Conduct at least 1 FIM workshop per year
- Pass the FIM exam at 85+% on your first attempt every 2 years
- Attend a Facility Trainer workshop conducted by an AROC FIM Master Trainer every 4 years
- Submit to AROC the attendance sheet and all Workshop Evaluations forms completed by participants after each workshop you conduct.
- It is recommend you attend the FT Support Meetings for your state.



The form is titled 'Facility Trainer Ongoing Requirements Form' and includes fields for Name, Contact number, Email, Workplace/Facility, FIM ID, Discipline, and exam results. It also has a table for listing Facility Trainer Workshops attended in the past 2 years, with columns for Date of workshop, Venue/Facility, Number of participants, and Date Evaluation Form sent to AROC. The form is signed and dated at the bottom.

Thanks once again for all of your hard work in supporting your clinicians with the use of the FIM
Warm Regards, the team at AROC

FIM FUN #1



Down:

- Barry walks 25 meters using a walking stick independently and safely. His FIM score is '5' for household _____.
- If the FIM score is '4', John requires _____ prompting from staff for displays of anger when interacting with other patients.
- On discharge, Peter had developed the strategy of using the alarm on his _____ to set reminders for his therapy times.
- If supervision is required when _____ to avoid choking, the FIM score is '5'.
- Sally received a FIM score of '1' for eating. She _____ to eat, as she feels sick if she does.
- Mary's FIM score is '6'. To avoid falling, she holds the _____ rail when washing both legs and feet.

Across:

- As Helen has a bed bath daily, her FIM score for shower _____ is '1'.
- To comply with hip precautions, Harry required constant _____ when dressing his lower limbs. Harry's FIM score is '5'.
- Karen can dress her upper body independently. However, due to the cast on her left arm, she requires assistance to get her left arm out of her jumper sleeve. Karen's FIM score is '_____'
- If the FIM score is '2', then Mary has no accidents but requires maximal assistance to position the _____ pan.

Courtesy of Epworth Rehabilitation and Mental Health

Answer Key:

