Direct Care Workers Training

Instructor Manual – Module 3 Understanding and Responding to Emotional Reactions of Family Members

I. Goal

The goal of this module is to help the direct care worker understand and respond to the emotional reactions they will experience from family members.

II. Time

1 hour

III. Executive Summary

Direct care workers (DCWs, i.e., Certified Nursing Assistants and Home Health Aides) play a vital role in the care of people in need of long-term care. Whether care is provided in the home or in a facility, DCWs regularly interact with family members. By giving DCWs skills, tools, tips and practice time, this training series hopes to enhance the communication skills of DCWs with family members, thereby increasing everyone's satisfaction and comfort level.

IV. Lesson Plan

A. Learning Objectives

- Explain why it's important to understand the emotional reactions of the patient's family members
- Describe the various emotional reactions that patient's family members may have
- Identify *inappropriate* responses to family members when they are upset
- Identify *appropriate* responses to family members when they are upset

B. Equipment Needed to Train

- Projection system
- Computer with speaker system
- Laser pointer

- Flip chart, markers
- Watch or Timer

C. Listing of handouts

- 1 copy of the Practice Activity Worksheet per student (Appendix A)
- 1 copy of the Key Points Handout per student, available in English, Spanish and Tagalog (Appendix B)
- 1 copy of Test per student (Appendix C)
- Test Answer Key for Instructor (Appendix D)
- 1 copy of the Participant Evaluation per student (Appendix E)

D. Activities with Timeline

Activities	Methods	Supplies	Time (Minutes)
Intro and Video (slides	Video projection	Computer, projector	6
1-18)			
Caregiver and Family	MP3 Files	Computer	4
Member Reflections			
(slides 19-22)			
Experiential activity	Large group	Flip chart, markers	10
(slide 23)	exercise/sound bytes		
Content slides (slides	PowerPoint	Computer, projector	20
24-36)			
Practice activity (2	Pair work	Practice Activity	15
videos) (slide 37-43)		Worksheet	
Review, Wrap-up, and	Multiple choice test,	Paper-based test,	5
Post-test (slide 44-46)	Handout	pens or pencils, Key	
		Points Handout	
		(When a Family	
		Member is Angry)	
Total			60 minutes

V. Evaluation

• Administer post test 10 minutes prior to the end of class, then collect at the end of 60 minutes.

VI. Advance Preparation

- Review all training and presentation materials for this module
- Know your agency/facility's policies, resources, and procedures related to issues that may arise regarding this training content (such as what to do when family members request voluntary services off the clock).
- Copy all handouts for participants
- Check to ensure that the audio and video components play smoothly from the PowerPoint presentation. For example, you might need to update your software or open the player software and check the volume in advance of the presentation.
- Turn on the computer and launch the PowerPoint presentation
- Turn on the projector
- Set-up the flip chart paper and markers

VII. Instruction

Slide 1





Instructor: Read the following text to the students:

Hello, and welcome to the third module in this Direct Care Worker continuing education training course. After you complete this module, you will be able to:

•Explain why it's important to understand the emotional reactions of patient's family members

- •Describe the various emotional reactions that patients' family members may have
- •Identify inappropriate responses to family members when they are upset
- Identify appropriate responses to family members when they are upset



Slide 3

Instructor Tip: You do not need to advance the slides during this portion of the PowerPoint presentation. It will advance automatically until Slide 19.

Slide 4



Slide 5

Some of you may be certified nursing assistants and some of you may be home health aides.



Slide 6



In the course of your work, you do many skilled activities with patients that help to keep them healthy, clean, comfortable, and socially involved.



Slide 8

This course is not designed to teach you these skills, but instead, it is designed to help you learn to respond to and interact with family members on an emotional level.



Slide 9

I'm sure you've all been in a situation when your patient's family member was upset, or maybe sad, fearful, angry, or frustrated.



It's difficult to know what to say or what to do when this is happening.



Slide 11



Slide 12



Sometimes caregivers feel like they've done something wrong or get defensive.



Slide 14



Slide 15



This course is designed to teach you about the common emotions that family members experience and appropriate ways for you to respond.



Slide 17



Slide 18





Instructor: Read the following text to the students:

Let's hear from family members talking about some of the emotions they feel when trying to make sure their loved ones are getting the care they need.

These actual family members describe some of the issues they are facing.

Instructor Tip: The audio clips for Slides 20-21 will play automatically when you advance each slide.

Slide 20



Instructor Tip: The audio clip will play automatically.

{Transcription of sound clip:}

"People with dementia, as their spouses, I'm finding, don't do well with change, and if you don't know ahead of time, it's not only hard on the spouse (could be a daughter or whatever), but it's hard on the person with dementia. And whatever kind of day I'm having, that's the kind of day my husband's having. So if I were to be stressed because a caregiver didn't show up or it's someone we didn't know, then that gets communicated."

Slide 21



Instructor Tip: The audio clip will play automatically.

{Transcription of sound clip:}

"It's an emotional, physical, psychological job. It deals with someone's very private, you know, dignity, everything about them. That was hard for me too. Someone else is changing his diaper. Someone else is showering my husband and this and that. In fact, when my husband first went in, a lady was trying to shower him. He goes, "Oh, You're a really nice lady, but I have a wife."



Instructor: Read the following text to the students:

From what those family members shared, trying to make sure your loved one is getting the care they need, in addition to your other responsibilities, can be stressful and emotional. It can feel like a balancing act.

Family members might be feeling emotions that come out in their interactions with you.

Do these emotions always have anything to do with you? NO! But since you are there, you have to respond.

We're concerned about how these emotions are expressed and how they impact you. Responding appropriately when a family member is emotional can feel like a balancing act too!



Instructor: Read the following text to the students:

Let's get an idea of the variety of emotions that family members may experience. You have lots of experience on the job and likely already have ideas based on your work. Find someone sitting close to you to work together in pairs for the next few minutes. We'd like you and your partner to recall experiences on the job that relate to emotions.

Think about times when you encountered an upset family member while taking care of a patient. Don't include incidences in which the family member was angry. We will discuss that in a separate module. For this module, let's focus on all the other emotions that may arise. What emotions do you think the family member may have been feeling?

Instructor: Proceed to the next slide. This activity continues on Slide 24.



Instructor: Read the following text to the students:

Emotions don't always happen one at a time. Often emotions are complex and several feelings are mixed together. What other emotions may have been mixed in with the ones you already mentioned?

Emotional responses are not always directed at the situation that's behind it, but often pointed in some other direction. This makes it really hard to understand why the reaction or feeling is happening.

In the situation you recalled, what do you think was the real reason for the family member's feelings? Have you ever gotten mad at someone when you were really feeling angry, frustrated or tired about something else (like bad traffic, having a headache, worried about your child)?

Instructor Note: Allow participants to talk together in pairs for about 5 minutes. Then, call the group back together and ask participants to give examples of emotional reactions from family members that they experienced. Write responses on flip-chart.

The outcome should include at least the following:

- Sadness
- Guilt
- Fear
- Frustration

• Relief

Slide 25



Instructor: Read the following text to the students:

One emotion a family member will most likely feel is sadness due to a patient's slow progress, the patient nearing the end of his or her life, or maybe the patient has behavioral problems.

Slide 26



Instructor: Read the following text to the students:

The family member may also display symptoms of guilt, because they cannot take care of the patient, or because they feel that they should have done something to prevent the illness.

They may feel guilty because they don't visit often enough or that they are unable to make the patient feel better.

Slide 27



Instructor: Read the following text to the students:

The family member may also exhibit fear. They may wonder whether the patient will get better, or they may worry that they won't be able to care for the patient once he/she is discharged home. They may fear that the patient is about to die, or they may become uncomfortable with the facility's setting.

Slide 28



Instructor: Read the following text to the students:

The family member could also get frustrated because they don't have enough time with the patient, or maybe the needs of the patient are more than they expected or hoped for. They

may feel frustrated because they believe the staff isn't doing what they expect them to do, or maybe they aren't responding to the patient's behavioral problems.

Slide 29



Instructor: Read the following text to the students:

Finally, a family member may feel relief because the patient was discharged from acute care with an improved status. They may learn that someone else is taking care of the patient, and that relieves them, or maybe someone else is simply sharing the caregiving responsibilities with them.

Slide 30



Instructor: Read the following text to the students:

Don't assume you know how the family member feels. You can never be certain how someone else feels unless they tell you. Don't assume you know exactly how someone else feels when it's just a guess.

Slide 31



Instructor: Read the following text to the students:

Don't talk about your religious beliefs. You can never be certain how someone else feels about your religious views. While religion and prayer often help people in difficult situations, this can also be offensive to some people. Keep your religious views to yourself.

Slide 32



Instructor: Read the following text to the students:

Don't offer to fix the problem. As we saw earlier, most of the time, family members are upset about the patient's illness, condition, or symptoms. You cannot change those things. All you can do is recognize how the family member feels. This alone can help.



Instructor: Read the following text to the students:

Don't tell them not to feel that way. You may want to help but telling someone not to feel sad or fearful or angry doesn't keep them feeling that way. In fact, it may make them feel worse, as if they are wrong for having the feelings

Slide 34



Instructor: Read the following text to the students:

An example of something you may say to recognize a family member's feelings:

"Mrs. Flynn, you look sad today. Is there anything I can help you with?"

(Notice that the caregiver didn't say "you ARE sad" but rather you "look sad." That's a big difference)

Slide 35



Instructor: Read the following text to the students:

Another example of something you may say to recognize a family member's feelings:

"Mr. Cohn, I am here to take care of your wife. You look like you could use a few minutes to yourself. Would you like some time alone?"

(Notice that the caregiver offered a suggestion but didn't tell the family member what to do. Also, offering the family member a glass of water or time alone is NOT offering to fix the problem but offering comfort)



Instructor: Read the following text to the students:

So, in summary, try to recognize that the family member is experiencing some emotion. It's OK to ask them what they're feeling and then offer assistance, but don't try to solve the problem.

Slide 37



Instructor: Help participants to break into groups of 3 or 4.

Read the following text to the students:

Now we're going to watch two short videos. Both will show that a family member is upset and showing some emotions. After you watch the videos, you'll be asked to work as a team to answer the questions on the handout provided. Finally, each group will report back some of your responses with the class.

Instructor: Give each group a handout.

Slide 38



Technical note: check in advance to ensure that the videos play automatically upon clicking. You might need to have the video player program open in advance.

Instructor: Read the following text to the students:

As you watch the following video, pay attention to what the caregiver did <u>wrong</u>. Also, think about other responses that you might have used in this situation. What could the caregiver have done better in this situation?



Instructor Tip: You do not need to click anything to see and hear the video clip. The video clip should play automatically. If you'd like to pause the video, click <u>inside</u> the video frame; click the video frame again to continue. To advance to the next slide, click anywhere <u>outside</u> the video frame.

Instructor: After the video plays, read the following text to the students:

Now that you've watched the first video, on the handout provided, write the things the caregiver did wrong. Then, list other ways she might have responded. Specifically, what could the caregiver have done better?





Instructor: Lead a discussion about the participant responses.

Share examples of what you observed while the pairs were practicing.

Instructor: Read the following text to the students:

As you watch the second video, pay attention to what the caregiver did <u>right</u>. Also, think about other responses that you might have used in this situation. What other responses might be helpful?

Slide 41



Instructor Tip: You do not need to click anything to see and hear the video clip. The video clip should play automatically. If you'd like to pause the video, click <u>inside</u> the video frame; click the video frame again to continue. To advance to the next slide, click anywhere <u>outside</u> the video frame.

Instructor: After the video plays, read the following text to the students:

Now that you've watched the second video, on the handout provided, write the things the caregiver did <u>right</u>. Then, list additional appropriate responses. What else could you do when working with a family member who is upset?



Instructor: Lead a discussion about the participant responses.

Share examples of what you observed while the pairs were practicing.

Slide 43



Instructor: Read the following text to the students:

In this module, you have learned to:

- Explain why it's important to understand the emotional reactions of patient's family members
- Describe the various emotional reactions that patient's family members may have

• Identify inappropriate and appropriate responses to family members when they are upset

Try to use the skills we've practiced when you are working. Notice how family members respond more positively when you have taken the time to do these simple things.

Slide 44



Instructor: Hand out the post test 10 minutes before the end of class, and collect them as each participant finishes.

Hand out the Student Satisfaction Evaluation, and collect them as each participant finishes.

Hand out Key Points Handout (When a Family Member is Upset)

Slide 45



Instructor: Thank the class for their attention, time and participation.

Appendices

- Appendix A: Practice Activity Worksheet
- Appendix B: Key Points Handout (available in English, Spanish and Tagalog)
- Appendix C: Participant Test
- Appendix D: Instructor Test Answer Key
- Appendix E: Participant Course Evaluation



Understanding and Responding to Emotional Reactions of Family Members —Module 3

Practice Activity

Together with your group, discuss and write your responses to the videos.

Video 1

List some things that the caregiver did wrong	What could the caregiver have done better?

Video 2

List some things that the caregiver did <u>right</u>	What else could you do when working with a family member who is upset?

When a Family Member is Upset

DO:

- RECOGNIZE that the family member is experiencing some emotion
- ASK what the feelings are
- OFFER assistance

DON'T:

- Don't ASSUME you know how the family member feels
- Don't talk about your own RELIGIOUS BELIEFS
- Don't offer to FIX the problem if you can't help
- Don't tell them NOT TO FEEL that way

Cuando un Miembro de la Familia Esté Alterado

QUÉ HACER:

- RECONOZCA que el miembro de la familia está experimentando alguna emoción
- PREGUNTE qué es lo que siente
- OFREZCA ayuda

QUÉ NO HACER:

- No ASUMA saber cómo se siente el miembro de la familia
- No hable acerca de sus propias CREENCIAS RELIGIOSAS
- No ofrezca ARREGLAR el problema si usted no puede ayudar
- No le diga que NO TIENE QUE SENTIRSE así

Kapag Sumama ang Loob ng Kamag-anak

DAPAT:

- PANSININ na nakakaramdam ng emosyon ang kamag-anak
- ITANONG kung ano ang nararamdaman
- MAG-ALOK ng tulong

HUWAG:

- Huwag ISIPIN na alam niyo kung ano ang nararamdaman ng kamag-anak
- Huwag pag-usapan ang inyong paniniwala tungkol sa RELIHIYON
- Kung hindi ka makatulong, huwag sabihin na AAYUSIN niyo ang problema
- Huwag magsabi na HINDI DAPAT MAGDAMDAM sila ng ganyan

Module 3: Understanding and Responding to Emotional Reactions of Family Members

Test

- 1. What are some emotions that family members experience?
 - a. sadness
 - b. guilt
 - c. frustration
 - d. relief
 - e. all of the above
- 2. What are things that you should do when you see a family member is upset?
 - a. Tell them to stop feeling that way
 - b. Ask what emotion they are feeling
 - c. Tell them you will fix the problem
 - d. Ask them if you can pray for the patient
- 3. What is something that can get you in trouble when a family member is upset?
 - a. Blame the problem on someone else
 - b. Recognize that they are upset
 - c. Ask them what is wrong
 - d. Explain why the patient is having a bad day
- 4. What can make it MORE difficult for you to manage when a family member is upset?
 - a. Ask what the problem is
 - b. Explain what your job is
 - c. Get defensive and worry that you did something wrong
 - d. Try to understand how they feel
- 5. Which statement is MOST true?
 - a. When a family member is upset you can easily tell what they are feeling.
 - b. Family members have only one emotion at a time
 - c. When a family member is upset, you should worry that you did something wrong.
 - d. When a family member is upset, you should try not to be defensive
 - e. When a family member is upset, it is your fault

Module 3: Understanding and Responding to Emotional Reactions of Family Members

Instructor Answer Key

- 1. What are some emotions that family members experience?
 - a. sadness
 - b. guilt
 - c. frustration
 - d. relief
 - e. all of the above
- 2. What are things that you should do when you see a family member is upset?
 - a. Tell them to stop feeling that way
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 - d. Ask them if you can pray for the patient
- 3. What is something that can get you in trouble when a family member is upset?
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 - b. Recognize that they are upset
 - c. Ask them what is wrong
 - d. Explain why the patient is having a bad day
- 4. What can make it MORE difficult for you to manage when a family member is upset?
 - a. Ask what the problem is
 - b. Explain what your job is
 - c. Get defensive and worry that you did something wrong
 - d. Try to understand how they feel
- 5. Which statement is MOST true?
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 - b. Family members have only one emotion at a time
 - c. When a family member is upset, you should worry that you did something wrong.
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 - e. When a family member is upset, it is your fault

Participant Course Evaluation Module Three: Understanding and Responding to Emotional Reactions of Family Members

In order to better meet the needs of caregivers like yourself, please mark your responses on this sheet. You do not need to give us your name.

Your opinion is important to us. Thank you for your participation!

1. Do you agree with this statement?

"What I learned	rom the training will help me to communicate better with family members
of my patients."	(circle one answer)

Not really	Not Much	Yes, a little	Yes, Very Much
			· ·

- 2. What parts of the training, if any, do you feel will be most useful for you?
- 3. What parts of the training, if any, did you like the most?
- 4. What parts of the training, if any, do you feel will be least useful/not useful for you?
- 5. Will you be able to use the things you learned in this training on your job?

Not really	Not Much	Yes, a little	Yes, Very Much

- 6. What will you do differently in dealing with family members of your patients over the next two months?
- 7. Comments/Suggestions for Improvement:

STRENGTHENING COMMUNICATION: Building Partnerships with Family Members

A Training for Certified Nursing Assistants and Home Health Aides

Direct care workers (DCWs, i.e., Certified Nursing Assistants and Home Health Aides) play a vital role in the care of people in need of long-term care. Whether care is provided in the home or in a facility, DCWs regularly interact with family members. By giving DCWs skills, tools, tips and practice time, this training series hopes to enhance the communication skills of DCWs with family members, thereby increasing everyone's satisfaction and comfort level. These four one-hour modules include practice scenarios, video clips, activity worksheets, and detailed directions for trainers.



MODULE 1: Building a Sense of Mutual Respect and Trust with Family Members

The goal of this module is to help the direct care worker communicate efficiently and effectively with the family members of patients in your care.

MODULE 2: Explaining Your Role to Family Members and Clarifying Expectations

The goal of this module is to help the direct care worker explain appropriate aspects of their caregiver role and help family members develop clear and realistic expectations.

MODULE 3: Understanding and Responding to Emotional Reactions of Family Members

The goal of this module is to help the direct care worker understand and respond to the emotional reactions they may experience from family members.

MODULE 4: Understanding and Responding to Family Members When They are Angry

The goal of this module is to help the direct care worker understand and respond to the angry reactions they may experience from family members.

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