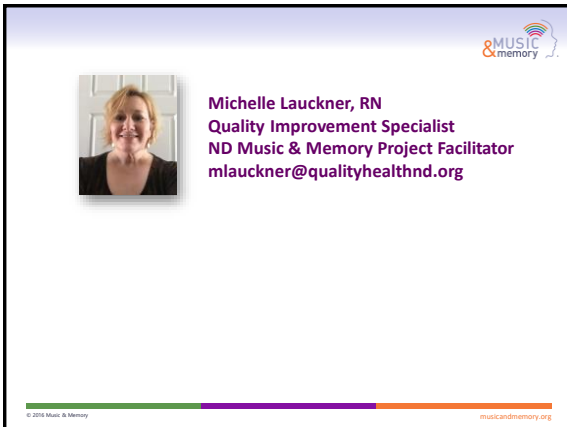
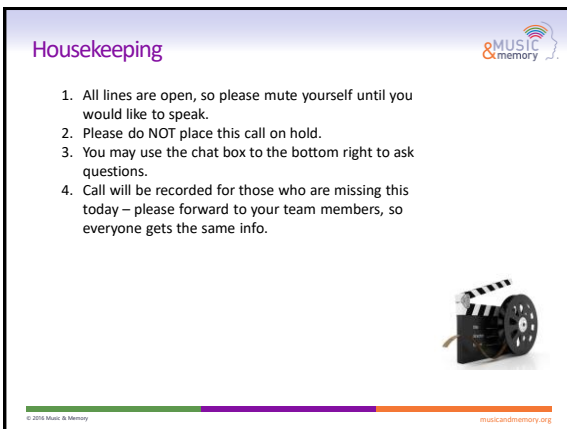




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Live Certification Training AVAILABLE

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- [Benefits of Personalized Music](#)
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How the Music & Memory Program Works

- [What's Included](#)
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Pricing and Details

Why Get Certified

Leadership - Get the MUSIC & MEMORY

SUSAN CORNELL
Administrator
Memory Care Unit, 2015-2016

Music & Memory's personalized music program has been field tested in thousands of care settings across the US and around the world. As a MUSIC & MEMORY® Certified Care Organization, you can best practices training, peer-to-peer advice and support, and a wealth of resources — from policies and procedures to evaluation tools and forms.

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New Live Certification Training Dates

<https://musicandmemory.org/training-publications/upcoming-webinar-dates/>

- Nov 12 & 13; 12:00-1:30 p.m. CT/11:00 a.m. – 12:30 p.m. MT
- Dec 10 & 11; 12:00-1:30 p.m. CT

Once your facility is certified, you may access the recorded certification training for any additional staff through Care Community.

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New funding process

Please share:

- Any changes that have been made to your 5-member IDT
- Names of all staff members that have completed the certification training
- Any stories of satisfaction or effectiveness from resident's, staff member and/or family perspective
- Any thoughts as to whether an on-site visit would have helped your team with implementation or is something that would still be helpful

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 MUSIC & MEMORY IMPLEMENTATION GUIDE 

6.0 ACTION PLAN WORKSHEETS

6.1 STEP ONE Action Plan Worksheet — Activate a High-Functioning Team

| Action Item | Who's Responsible | Target Date | Completed |
|---------------------------------------------------------------------------------------|-------------------|-------------|-----------|
| Access Care Community and invite team | | | |
| Download and/or print MUSIC & MEMORY™ Implementation Guide and Action Plan Worksheets | | | |
| Assign tasks (ex: tech savvy staff/ volunteers to build playlists) | | | |
| Schedule team meetings (monthly/ weekly), include administrators and nursing staff | | | |

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6.2 STEP TWO Action Plan Worksheet — Prepare

| Action Item | Who's Responsible | Target Date | Completed |
|-----------------------------------------------------------------|-------------------|-------------|-----------|
| Order equipment (if not already provided to grant) | | | |
| Hands-on staff access online iTunes training | | | |
| Download and/or print key program documents from Care Community | | | |
| Create organization-owned iTunes account | | | |
| Identify equipment storage area for pilot | | | |
| Label music devices and headphones | | | |
| Identify pilot participants | | | |
| Get permissions | | | |

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6.3 STEP THREE Action Plan Worksheet — Pilot Your Program

| Action Item | Who's Responsible | Target Date | Completed |
|-------------------------------------------------------------------------------------|-------------------|-------------|-----------|
| Work one-to-one with pilot participants to discover favorite music | | | |
| Purchase/obtain needed music | | | |
| Create playlists for pilot participants | | | |
| Load playlists to music devices; print two copies of playlist and file | | | |
| Test and revise playlists with pilot participants and revise playlists if necessary | | | |
| Use forms to track impact (care plan) | | | |

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6.4 STEP FOUR
Action Plan Worksheet — Launch Your Program Organization-Wide

| Action Item | Who's Responsible | Target Date | Completed |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------|-----------|
| Take your program organization-wide! Launch celebration and/or announce at staff meetings. | | | |
| Promote Music & Memory program in marketing materials, website, and social media. Add Music & Memory Certified logo to website to promote your program. | | | |
| Create organization-wide system for documenting impact and tracking and refining program. (Sample assessment tools available in Care Community) | | | |
| Determine time frame for adding new participants. Continue to add new participants and new applications of music. | | | |

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6.5 STEP FIVE Action Plan Worksheet — Sustain

| Action Item | Who's Responsible | Target Date | Completed |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------|-----------|
| Sustain your team by training new staff. Contact carequestions@musicandmemory.org with new staff information. | | | |
| Integrate Music & Memory into new and ongoing employee training. | | | |
| Identify and implement strategies to build team commitment across your organization. | | | |
| Optional: Recruit and train volunteers to support and sustain your program. | | | |
| Fundraise to expand your program. | | | |
| Identify and implement strategies to build bridges to your community and participants' families. | | | |
| Stay connected to Music & Memory through the Care Community. | | | |

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Upcoming Events

- Next ND Coaching call November 21 at 1pm CT/12n MT

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Successes? Barriers? What's happening? 



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Thank You! 

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