

Application Submittal Checklist

The following items are required for submittal of the grant application. Please verify and check off that the items have been included in the application packet.

- ✓ 1) Certificate of Good Standing (If the Applicant is an Organization)
- ✓ 2) Declaration Statement
- ✓ 3) Verify that grant shall be used for a public purpose
- ✓ 4) Background and Summary
- ✓ 5) Service Summary and Outcomes
- ✓ 6) Budget
 - a) Budget request by source of funds ([Link](#))
 - b) Personnel salaries and wages ([Link](#))
 - c) Equipment and motor vehicles ([Link](#))
 - d) Capital project details ([Link](#))
 - e) Government contracts, grants, and grants in aid ([Link](#))
- ✓ 7) Experience and Capability
- ✓ 8) Personnel: Project Organization and Staffing

 VAERIE JANIKOWSKI RN 1/14/2020
AUTHORIZED SIGNATURE PRINT NAME AND TITLE DATE

Lāna`i Kinā`ole, Inc.
PO Box 630805
617 Ilima Ave
Lāna`i City, HI 96763
Phone (808)565-8001 Fax (808)565-8185
<http://lanaikinaolethometeam.org/>

January 6, 2020

Senate Committee on Ways and Means
State Capitol, Room 208
Honolulu, HI 96813
Attn: GIA

Aloha Members of the Senate Committee on Ways and Means:

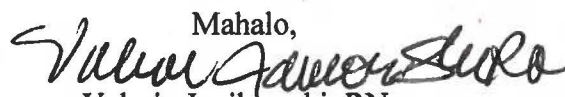
We would like to express our sincere appreciation for the 2019 Grant-in-Aid which enabled us to employ two (2) nursing assistants for a full year, thus allowing our team to provide home and community-based services to numerous community members and enroll nearly 120 active clients. Lana'i Kina'ole, Inc. is humbly submitting this application for operating support under the 2020 Legislature's Grants-in-Aid.

Lana`i has over 20% of its population age 60 or older. And as in many other Hawaii communities, it is our goal for kupuna to age in place. Lana`i Kina`ole Inc. has enabled many clients to be supported in reaching this goal. While there continues to be a need for additional long-term care (LTC) services (i.e. care home, affordable assisted living, etc.) we have been able to meet many of the kupuna needs and will continue pursuit of and advocacy for increased LTC resources.

This GIA would provide a bridge enabling us to provide needed services as we continue pursuing care reimbursements and Medicare certification. We have been able to contract with private insurance companies and currently have active reimbursement contracts through Medicaid agencies which have been granted on a case by case basis. During this upcoming year we plan to implement an electronic health record (EHR) which will support our certification compliance goals, streamline our reimbursement/billing process and improve efficiency in our record keeping. We remain dedicated to assuring safe and professional healthcare for Lana`i kupuna.

Lana'i Kina'ole is comprised of a volunteer board of directors, a registered nurse (RN) continuing to volunteer without a salary as the organization's administrator and full time RN. In addition, many community members have donated time and funding to support the new agency and its overall mission.

Lana'i Kina'ole providers continue to aid and advocate for seniors to age in place; to participate in diversifying and growing Lana'i's economy by employing trained professional healthcare providers; and support community members to pursue education in healthcare. With your help, we hope to provide more services to more kupuna, while continuing to maintain the highest quality of caregiving.

Mahalo,

Valerie Janikowski, RN

Kinā`ole: Doing the right thing, in the right way, at the right time, in the right place, for the right individual, for the right reason, with the right feeling the first time. AKA – "Flawlessness"



January 6, 2020

House Committee on Finance
State Capitol, Room 306
Honolulu, HI 96813
Attn: GIA

Aloha Members of the House Committee on Finance:

We would like to express our sincere appreciation for the 2019 Grant-in-Aid which enabled us to employ two (2) nursing assistants for a full year, thus allowing our team to provide home and community-based services to numerous community members and enroll nearly 120 active clients. Lana'i Kina'ole, Inc. is humbly submitting this application for operating support under the 2020 Legislature's Grants-in-Aid.

Lana`i has over 20% of its population age 60 or older. And as in many other Hawaii communities, it is our goal for kupuna to age in place. Lana`i Kina`ole Inc. has enabled many clients to be supported in reaching this goal. While there continues to be a need for additional long-term care (LTC) services (i.e. care home, affordable assisted living, etc.) we have been able to meet many of the kupuna needs and will continue pursuit of and advocacy for increased LTC resources.

This GIA would provide a bridge enabling us to provide needed services as we continue pursuing care reimbursements and Medicare certification. We have been able to contract with private insurance companies and currently have active reimbursement contracts through Medicaid agencies which have been granted on a case by case basis. During this upcoming year we plan to implement an electronic health record (EHR) which will support our certification compliance goals, streamline our reimbursement/billing process and improve efficiency in our record keeping. We remain dedicated to assuring safe and professional healthcare for Lana`i kupuna.

Lana'i Kina' ole is comprised of a volunteer board of directors, a registered nurse (RN) continuing to volunteer without a salary as the organization's administrator and full time RN. In addition, many community members have donated time and funding to support the new agency and its overall mission.

Lana'i Kina'ole providers continue to aid and advocate for seniors to age in place; to participate in diversifying and growing Lana'i's economy by employing trained professional healthcare providers; and support community members to pursue education in healthcare. With your help, we hope to provide more services to more kupuna, while continuing to maintain the highest quality of caregiving.

Mahalo,

A handwritten signature in black ink that reads "Valerie Janikowski".

Valerie Janikowski, RN

Kinā'ole: Doing the right thing, in the right way, at the right time, in the right place, for the right individual, for the right reason, with the right feeling the first time. AKA - "Flawlessness"



Department of Commerce and Consumer Affairs

CERTIFICATE OF GOOD STANDING

I, the undersigned Director of Commerce and Consumer Affairs of the State of Hawaii, do hereby certify that

LANA'I KINA'OLE, INC.

was incorporated under the laws of Hawaii on 11/26/2018 ; that it is an existing nonprofit corporation; and that, as far as the records of this Department reveal, has complied with all of the provisions of the Hawaii Nonprofit Corporations Act, regulating domestic nonprofit corporations.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Department of Commerce and Consumer Affairs, at Honolulu, Hawaii.

Dated: June 10, 2019

Director of Commerce and Consumer Affairs



Lāna`i Kinā`ole, Inc.
PO Box 630805
617 Ilima Ave
Lāna`i City, HI 96763
Phone (808)565-8001 Fax (808)565-8185
<http://lanaikinaolethometeam.org/>

January 13, 2020

This is to certify this grant shall be used for a public purpose, as required by §42F-102 Applications for grants.



Valerie Janikowski RN, BSN
Program Administrator

II. BACKGROUND AND SUMMARY

1. A brief description of the applicant's background

Lana'i Kina'ole, Inc., is a nonprofit committed to advocating for care service delivery to our community, with a focus on individual preferences, preserving dignity, promoting quality and honoring our Kupuna.

Lana'i Kina'ole employs 2.5 Certified Nursing Assistants (CNA) who are all experienced and qualified to provide critical in-home and community-based services. Over the past twelve months, one full time (FT) registered nurse (RN) and 1 other RN have volunteered to provide skilled nursing services required for home health.. The FT RN works as the agency FT Program Administrator and is the primary RN for the clients, as well as providing oversight for the staff. The second RN has provided invaluable backup and support for the primary RN in times of need on a limited basis but for the past year has received no compensation. The board of directors (BOD) is comprised of volunteers who are health and business professionals, consumers, caregivers, and others who all have a strong passion for Lana'i kupuna and Lana`i Kina`ole's mission. Lana'i Kina'ole's focus remains supporting and advocating with the goal of continuing home health while ensuring kupuna can "age in place" for as long as it is safely possible.

2. The goals and objectives related to the request

Lana`i Kina`ole's primary focus is to provide services and, with adequate funding for resources and labor costs, to employ staff that allow for qualified care providers retention and recruitment. In addition, working to continue to deliver services focusing on homebound residents, particularly kupuna, who generally have limited or no access to long term care (LTC) resources on Lana`i. With this grant, we can hire and pay caregivers which will enable us to admit and serve more clients with our programs.

3. The public purpose and need to be served

It is well known that Lana`i, one of three islands that comprise Maui County, has limited healthcare resources, with care often dependent upon specialty or LTC services available off-island. Seeking healthcare services or providers outside of ones own community is not desirable and the challenges related to limited air travel to and from Lana'i is tiring and difficult for ill or frail individuals. Further, it can be costly as not all insurance coverages allow for travel as a benefit. These factors can all be barriers to care, especially for Kupuna, resulting in fragmented or limited care yielding poor or worsening health. Therefore, having resources available on Lana`i is most optimal, allowing for providers who are trusted and qualified and are familiar to the client in need.

Lana`i Kina`ole provides direct care through nurses and nursing assistants while partnering with the clients primary healthcare provider (PCP) and other specialty providers i.e. social worker, physical therapy (PT), Chiropractic care, alternative therapy providers, etc. Lana'i Kina'ole's mission to connect with the client/kupuna at home has and will continue to facilitate kupuna to "age in place." The agency promotes coordination of care with collaboration, communication, reporting, and evaluating the individual client's service requirements. Information needed to implement and coordinate the care and an optimal Plan of Care (POC) is created with the client, caregiver, family, the client's PCP and other health care providers, as indicated.

It is also well known that there are numerous social deterrents that impact "wellness" and health. Lana`i Kina'ole's team members are able to have an insider's view of such, make an assessment that has proven to be more accurate. Following the assessment, the nurse, the nursing assistant(s) with the specialist and/or PCP all communicate and collaborate on the clients' agreed-upon individual POC, which facilitates successful healing and works to make safely "aging in place" possible.

Along with socioeconomics, different clients have different healthcare needs. Lana`i Kina`ole team members are experienced and qualified to support numerous healthcare needs within the home environment. Examples include wound care, palliative care, chronic disease monitoring and management. medications and/or treatments indicated, functional limitations, educational needs as applicable, advance care planning, assistance with completion of providers' order for life sustaining treatment (POLST.) These clients particularly kupuna require complex care, close monitoring and collaborative care. Our "home team" caregivers monitor clients and implement interventions as ordered by their providers to manage wound care as indicated. In some cases, a client may require skilled nursing home visits seven (7) days a week. The agency team members attempt to do whatever the client's needs determine necessary.

4. Describe the target population to be served

The 2013 State of Hawaii Data Book states that there were 3,514 residents on Lana'i. The median age of 38.6 years is equal to the reported State average and reflects a slightly lower percentage of residents 20 to 64 years (19.3%) and a higher percentage of those ages 65 and over (15.5%). The U.S. Census Bureau reports there were about 1,089 seniors, age 50 and older, residing on Lana'i in 2010; this number has almost surely increased.

Lana'i Kina'ole's primary target population is the 21% of Lana'i's 3,500+ residents aged 60 or more, along with the families and caregivers of those ~ 700 individuals.

In 2014, the median household income of Lana'i City residents was \$53,684 with 9.6% living in poverty. Of those 200% or more below the federal poverty level, 25% were 65 years or older (versus the State average of 16%). Although many residents own their homes, bought before the pineapple plantation closed in 1992, housing, as elsewhere in Hawai'i, can be expensive. Ninety-eight percent of

the island is now owned by a private individual, and the cost of living and home prices have risen. Homes for sale and/or rent are limited in availability.

Health status is well known to be closely related to an individual's economic status. Many kupuna have limited income, living on social security and/or with some having a limited pension. Many have worked on the island's pineapple plantation. This likely may explain the 25% of kupuna who register below the federal poverty level and who may also live in multi-generational housing. Over 75% of our client census have multiple generations living together in what are considered to be single family dwellings.

Notably Lana'i has one (1) small Department of Hawaiian Homes Lands (DHHL) neighborhood that includes twenty-seven (27) homes for DHHL recipients.

5. Describe the geographic coverage

The island of Lana'i.

III. SERVICE SUMMARY AND OUTCOMES

1. Describe the scope of work, tasks and responsibilities

The agency programs are intended to provide Home and Community Based Services (HCBS) with licensed home health, including ancillary services referrals, as available. Care is available all Lana'i community members. Lana'i Kina'ole focuses attention on the homebound kupuna, the over the age of sixty (60) portion, who have limited or no LTC access or resources on island; to enable true "aging in place" within their own homes, or to remain in their preferred community for as long as it is feasibly possible with appropriate services.

Lana'i has just over 3,000 residents and nearly 21% of them are kupuna (over 60 years of age). However, home health and home care services are open to anyone in the community. We have cared for clients ranging from two (2) months to one hundred two (102) years. Committed to its mission statement, Lana'i Kina'ole provides services, either directly or through referral or contracted providers, to address the physical, social, and functional needs of clients, and maximize independence within the limits of everyone's circumstances.

Lana'i Kina'ole's services include but may not be limited to: skilled nursing care, support care and assistance with certified nursing assistants (CNA) under the direction of the RN, interdisciplinary team (IDT) case management, health and chronic condition education and referral collaboration for physical therapy (PT), social service consultation, etc.

The agency is licensed and adheres to Hawaii State Regulated and evidence-based standards of Home Health and is monitored per the Hawaii State Office of Healthcare Assurance (OHCA).

While the office location has routine business hours Lana'i Kina'ole home team provides enrolled clients, on call RN contact information, and as long as a provider is readily available at most any time 7 days/week, outside of routine business hours including weekends and holidays care may be provided.

An RN nursing assessment and monitoring is provided no less than every sixty (60) days, but as frequently as indicated by the clients' care needs and/or as ordered by the client provider. Each client will be included in an interdisciplinary care approach with nurse aides assigned to meet specific needs, as often as determined by the nurse, or by the PCP. Other ancillary support, such as consultant services or collaborations with other agencies may also be coordination, as needed.

If hospitalization is unavoidable, the RN ensures a smooth transition to a kupuna's home environment and attempt to avoid hospital re-admission. The interdisciplinary team will ensure the kupuna, caregiver and/or family needs are continually assessed, and efforts are made to address any support needs.

2. Provide a projected annual timeline for accomplishing the results or outcomes of the service.

Project Objective	Activity	Time Frame
Continue to provide home and community-based services to Lana'i residents.	<ol style="list-style-type: none"> 1. Disseminate health education and service provision details and ensure communication with other healthcare agencies and insurance companies to pursue reimbursement for services delivered yielding funding source. 2. Participate in community needs assessments and meetings in partnership with other agencies, medical and social agencies, other aging-related programs, and provide LTC advocacy. 	Throughout the proposed grant.

Project Objective	Activity	Time Frame
Continue to work with and communicate with other local agency/resources, to continue with collaborative care.	<ol style="list-style-type: none"> 1. Continue with an interdisciplinary health care team: RN, CNA, MD, SW and other ancillary providers, patient/caregiver, as available. 2. Generate MOUs with providers, including fee schedule, in-kind MOUs, with appropriate professional license to yield another funding source and/or service provision for client programs. 	At least quarterly during the grant period.
Monitor referral wait list to admit clients as able and pursue funding to increase staff to secure admission availability.	<ol style="list-style-type: none"> 1. Review referrals from primary care provider (PCP) or specialist 2. Schedule appointment with the client and/or client caregiver(s), as indicated. Schedule initial interview and RN assessment appointment. 3. Upon referral, contact client or caregiver within first 2 days. 	<ol style="list-style-type: none"> 1. New referrals initial contact within 2 working days of receipt 2. Wait list - Every 2-4 weeks or sooner as able.
Continue with HCBS/Home Health for Lana'i community members and focus on home-bound kupuna.	<ol style="list-style-type: none"> 1. Upon admittance assist client and/ or caregiver to set up addressing safety while minimizing risks i.e. falls, fire, wandering, disaster preparedness, as applicable. 2. Inventory durable medical equipment (DME) or medical supplies required assist with access for each client as indicated. Advocate for insurance coverage for DME, as available. 3. Lana'i Kina'ole to supplement or loan supplies and/or equipment, if required and available. 	With each admission during the entire grant period.
Establish individual client driven mutually acceptable plan of care (POC).	<ol style="list-style-type: none"> 1. Establish goals with client/kupuna related to needs, function, and services provided. Review and complete a POC with functions or activities based on clients preferences, team recommendations as agreed upon by the client/kupuna and/or caregiver and provider's order. 2. Have the client and representative and the provider sign in agreement upon implementation. 	Within 1-2 week(s) of admittance to program with each admission to home health and during the entire grant period.

3. **Describe its quality assurance and evaluation plans for the request, Specify how the applicant plans to monitor, evaluate, and improve their results**

Lana'i Kina'ole take pride in offer compassionate, skilled and quality care. At this time, we are not able to provide services to all the community members who would like to have our team support. This is due to limited funds which limits ability to hire adequate staffing to meet the demands. Our goal will be to continue to admit clients with the greatest needs and admit wait listed clients as we are able with leadership working continuously on funding opportunities.

Client's plan of care (POC) will include fall assessment on every home admission if falls occur adjustments in the clients POC shall reflect a reassessment and/or modification avoid or reduce incidence of such. Additionally, as agreed upon with consent, all home clients will be reviewed quarterly at IDT meetings to review the active plan of care and adjustments made accordingly. Likewise, the clients POC is intended to be reviewed routinely as the client meets set goals and evaluation of any setbacks requiring additional interventions to be implemented.

Upon discharge and at least annually all home health recipients are requested to complete a satisfaction survey. Any recommendations for improvement are submitted to agency administration and may be reviewed by the BOD to ensure process improvement strategies are implemented as indicated. A community advisory committee may be formed if necessary, for PI. Agency leadership will ensure ongoing quality assessments and any incident investigations are implemented on a case by case basis, as indicated.

4. **List the measure(s) of effectiveness that will be reported to the State agency through which grant funds are appropriated (the expending agency),**

See response to issue #3 above

IV. FINANCIAL

1. The applicant shall submit a budget utilizing the enclosed budget forms as applicable, to detail the cost of the request.
 - a. Budget request by source of funds [Attachment #1]
 - b. Personnel salaries and wages [Attachment #2]
 - c. Equipment and motor vehicles [Attachment #3]
 - d. Capital project details [Attachment #4]
 - e. Government contracts, grants, and grants in aid [Attachment #5]
2. The applicant shall provide its anticipated quarterly funding requests for the fy 2020.
3. The applicant shall provide a listing of all other sources of funding that they are seeking for fiscal year 2020. [see Attachment #6]

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$62,500	\$62,500	\$62,500	\$62,500	\$250,000

4. The applicant shall provide a listing of all state and federal tax credits it has been granted within the prior three years. Additionally, the applicant shall provide a listing of all state and federal tax credits they have applied for or anticipate applying for pertaining to any capital project, if applicable. **NOT APPLICABLE**
5. The applicant shall provide a listing of all federal, state, and county government contracts, grants, and grants in aid it has been granted within the prior three years and will be receiving for fiscal year 2020 for program funding. [see Attachment # 5]
6. The applicant shall provide the balance of its unrestricted current assets as of December 31, 2018. **\$75,000**

V. **EXPERIENCE AND CAPABILITY**

1. **Necessary Skills and Experience**

For the past five (5) years, members now serving the community through Lana'i Kina'ole have been the only team providing licensed home health services to the community of Lana'i. In the last year twenty-two (22) clients have received in-home care with more than 50% receiving ongoing services. We continue working collaboratively with providers, agencies, specialists, caregivers and clients to deliver these valued services. Our work has allowed numerous clients to be home to heal or to remain home until passing, as they have wished during illness phases.

The ongoing staffing proposal includes two (2) registered nurses to provide the initial patient assessment and communication with the health care team, hands-on care, case management, and general supervision of the program and staff. There will be two (2) full time (FT) and one (1) casual certified nurse aides (CNA) currently employed, with plans based on the projected number of additional patients to grow to four (4) CNAs as funding permits.

The RNs perform the initial assessment with the client and caregiver(s) as indicated. The RN also reviews information with the referring health care provider, usually the primary care provider (PCP) to get all medical orders, including any medications to be filled, therapies to provide, clinical metrics to perform, activities of daily living (ADL) to perform, and any other specific orders for each kupuna. The RN will have the CNA perform tasks within their scope of practice supervising the CNA and providing the clinical oversight. The current RNs and CNAs projected to continue in Lana'i Kina'ole are qualified to provide home care and home health care and have cared for and worked with kupuna in various settings over the past five (5) years or more.

Ancillary providers are contractors or volunteers until funding can be secured to provide contractual fees and continue to include the following activities/specialty providers:

Social Worker: We are actively consulting with an on-island SW as applicable and the services have been provided in-kind, at this time. This position requires a master's degree of Social Work (MSW) and he/she would be part of the team to determine the recruitment, intake and assessment processes. The social worker consults with staff providing recommendations relevant to social services. Routine interdisciplinary team (IDT) meetings are held with the PCP, as indicated, the RN, nurse aide, the SW and if appropriate, the client or caregiver(s). Recommendations for the client's plan of care (POC) are agreed upon.

Physical Therapist (PT): We collaborate with local PT service provider and clients are referred to their services. A master's degree is also required. PT assists clients/kupuna to reduce pain and improve or restore mobility, improve or restore strength optimally showing a reduction for the need for long-term use medication and avoid ensuing side effects, which can be more prevalent in the aged population.

Speech Language Therapist (SLP): This position also requires a master's degree. The consultant provider is being pursued for contract and would provide the speech and language therapy, swallowing difficulties assessments, which can occur with various conditions such as a stroke or dementia.

Alternative Care - Acupuncture/Chiropractor: As desired by the clients alternative care can be a positive adjunct to traditional western medical therapies. Such treatments can promote relaxation, improves circulation, addresses muscle pain and other physical ailments, and provides spiritual and emotional benefits, including relief from fear, anxiety, and other negative emotions. Decreasing stress has a positive impact on many health conditions.

2. Facilities

Centrally located right off Lana'i City's town center, Lana'i Kina'ole's office setting is approximately 1,200 square feet, has a large common entry area for reception, waiting area, and patient family lounge for counseling. Group classes, i.e., caregiver support groups, can be held in this area as well. There are three separate rooms, which can provide privacy as needed. One will be an administrative office, one for supply and medical record storage, and the third a clinical/provider service exam room. It is quite spacious, which will allow for program specific tools i.e., exam table, monitors, massage table, etc., for each provider to be readily available.

Additionally, a triage and monitoring station will be set up to allow community members access to vital signs assessment, as requested, as part of the home and community-based service portion of our programs, and in collaboration with the client's PCP. The building also has a laundry room with a washing machine and a dryer to allow Lana'i Kina'ole to support clients with this small chore, as many do not have the equipment available in their homes.

Most of the home care and home health services will be provided in the client's residence - the primary goal, but the office will be utilized as a base station and as above for various community offerings.

VI. PERSONNEL: PROJECT ORGANIZATION AND STAFFING

1. Proposed Staffing, Staff Qualifications, Supervision and Training

Per Hawaii state regulations home health clients receive an initial nursing assessment, by an RN, and reassessment at least every sixty (60) days. Clients may also receive an RN visit/assessment as frequently as indicated by the clients care needs and/or as ordered by the client's provider, or as determined optimal per the plan of care (POC) and as agreed upon by the client and/or the client caregiver. The RN works within their scope of practice as licensed by the state of Hawaii, Board of Nursing (BON). Also, the RN works under approved policies and evidence-based protocols, per Home Health licensing regulations implementing interventions ordered by the provider or specialist. If agreeable each client receives an interdisciplinary care approach. Other ancillary support consultants may accommodate referrals, as requested.

Clients typically receive services in conjunction with Lana' i Kina' ole agency programs. One example is many clients qualify for and receive various services through kupuna care programs offered through Maui County Office on Aging (MCOA) or Maui Economic Opportunities (MEO). Collaboration is required in delivering services mutually in to meet as many of the client's needs as possible. Medication reconciliation is facilitated for all clients to ensure there no contraindications with ordered medications or over the counter items the client may be consuming. Frequently, along with the provider, the local pharmacist with provide consultation as many clients have numerous medications and complex conditions to consider and monitor. Other support services that may be called upon, if available and with agreement by the client and the provider may include but not necessarily limited to: physical therapy (PT), Occupational Therapy (OT), Speech and Language Therapy (SLP), Social Work (SW), Registered Dietician (RD) or nutritionist, etc.

All staff are required to maintain necessary credentials i.e. RN license, CNA certification, and required special certifications i.e. CPR/First Aid evaluated for competency, ongoing in services are required and new hire and probationary requirements shall be met per policy - Attachment#7

Current and Proposed Staff include:

Valerie Janikowski, RN, BSN [Attachment #8]

Carol Onuma, RN [Attachment #9]

Anabel Raqueno, CNA [Attachment #10]

Uribita Cabatu, CNA [Attachment #11]

Micah Velasco, CNA [Attachment #12]

2. **Organization Chart** [Attachment #13]

The applicant shall illustrate the position of each staff and line of responsibility/ supervision. If the request is part of a large, multi-purpose organization, include an organization chart that illustrates the placement of this request.

3. **Compensation**

The applicant shall provide an annual salary range paid by the applicant to the three highest paid officers, directors, or employees of the organization by position title, not employee name. [Attachment #2]

VII - Other

1. **Litigation**

The applicant shall disclose any pending litigation to which they are a party, including the disclosure of any outstanding judgement. If applicable, please explain.

Lana'i Kina'ole is not a party to any litigation.

2. **Licensure or Accreditation**

The applicant shall specify any special qualifications, including but not limited to licensure or accreditation that the applicant possesses relevant to this request. See everyone's credentials and the Home Health license attached.

Home health licensure through Hawaii State Office of Healthcare Assurance (OCHA) 7/2019. Independent licensure was awarded to Lana'i Kina'ole Inc. [Attachment #13]

3. **Private Educational Institutions**

The applicant shall specify whether the grant will be used to support or benefit a sectarian or non-sectarian private educational institution. Please see Article X, Section 1, of the State Constitution for the relevance of this question.

No part of this grant will be used to support or benefit a sectarian or non sectarian private educational institution.

4. **Future Sustainability Plan**

The applicant shall provide a plan for sustaining after fiscal year 2019-20 the activity funded by the grant if the grant of this application is:

- (a) Received by the applicant for fiscal year 2019-20, but
- (b) Not received by the applicant thereafter.

2020-2021 Program Sustainability - a) *Efforts will be made to pursue Medicare Certification for the Home Care and Home Health Services, to allow for full reimbursement for services delivered;* b) *If full requested grant were not awarded, alternate staffing plan would be made, yielding part-time status rather than the requested full time.*

BUDGET REQUEST BY SOURCE OF FUNDS

Period: July 1, 2020 to June 30, 2021

Lana'i Kina'ole

Attachment #1

BUDGET CATEGORIES	Total State Funds Requested (a)	Total Federal Funds Requested (b)	Total County Funds Requested (c)	Total Private/Other Funds Requested (d)
A. PERSONNEL COST				
1. Salaries	241,920		22,367	
2. Payroll Taxes & Assessments	18,507			
3. Fringe Benefits	48,385		33,233	
TOTAL PERSONNEL COST	308,812		55,600	
B. OTHER CURRENT EXPENSES				
1. Airfare, Inter-Island + Ferry	3,000			3,000
2. Insurance				
3. Lease/Rental of Equipment				
4. Lease/Rental of Space	8,400			8,400
5. Staff Training				
6. Supplies/Office	3,000		5,000	3,000
7. Telecommunication				
8. Utilities	14,400			14,400
9. Supplies/Clinical	5,000		5,000	5,000
10. Equipment	15,000		24,400	10,243
11. Vehicle	50,000		10,000	13,569
12. Specialist Contractors	15,000			15,000
13				
14				
TOTAL OTHER CURRENT EXPENSES	113,800		44,400	72,812
C. EQUIPMENT PURCHASES				
D. MOTOR VEHICLE PURCHASES				
E. CAPITAL				
TOTAL (A+B+C+D+E)	422,612	NA	100,000	72,612
SOURCES OF FUNDING		Budget Prepared By:		
(a) Total State Funds Requested	250,000	Name (Please type or print) _____ Phone _____ Signature of Authorized Official _____ Date _____		
(b) Total Federal Funds Requested	0			
(c) Total County Funds Requested	100,000			
(d) Total Private/Other Funds Requested	72,612			
TOTAL BUDGET	422,612	Name and Title (Please type or print) _____		

Lana'i Kina'ole

Attachment #2

POSITION TITLE	FULL TIME EQUIVALENT	ANNUAL SALARY A	% OF TIME ALLOCATED TO GRANT REQUEST B	TOTAL STATE FUNDS REQUESTED (A x B)
Program Administrator/Clinical Director/Supervising RN	1	\$70,000.00	100.00%	\$ 70,000.00
Staff Registered Nurse/Case Manager	1	\$62,400.00	100.00%	\$ 62,400.00
Lead Certified Nursing Assistant (CNA)	1	\$39,520.00	100.00%	\$ 39,520.00
Staff Certified Nursing Assistant (CNA)	2	\$35,000.00	100.00%	\$ 70,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL:				241,920.00
JUSTIFICATION/COMMENTS:				

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
Computers for staff and/or consultants	3.00	\$1,666.00	\$ 4,998.00	5000
Portable bed and wheelchair scale	2	\$2,500.00	\$ 5,000.00	5000
Portable Vital Signs Monitors	2	\$1,500.00	\$ 3,000.00	3000
Portable Lab Device	1	\$2,000.00	\$ 2,000.00	2000
			\$ -	
TOTAL:			\$ 14,998.00	15,000

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
Wheel-chair accessible Van	1.00	\$50,000.00	\$ 50,000.00	50000
			\$ -	
			\$ -	
			\$ -	
			\$ -	
TOTAL:	1		\$ 50,000.00	50,000

JUSTIFICATION/COMMENTS:

Period: July 1, 2020 to June 30, 2021

Lana'i Kina'ole

Attachment #4

FUNDING AMOUNT REQUESTED

TOTAL PROJECT COST	ALL SOURCES OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED	OTHER SOURCES FUNDS	FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2018-2019	FY: 2019-2020	FY:2020-2021	FY:2020-2021	FY:2021-2022	FY:2022-2023
PLANS			NA	NA	NA	NA
LAND ACQUISITION			NA	NA	NA	NA
DESIGN			NA	NA	NA	NA
CONSTRUCTION			NA	NA	NA	NA
EQUIPMENT			NA	NA	NA	NA
TOTAL:			NA	NA	NA	NA

JUSTIFICATION/COMMENTS:

Lana'i Kina'ole						Attachment #5
Grants/Funding : 2019						
Grant	Funder	Period	Amount	For	Status	Comments
1901	MKCF	Jan - Dec 2019	9,600	Rent/Utilities	Received	Complete
1902	Fred Baldwin	10/11/19 - 10/10/20	8,940	Utilities/Office Cleaning	Received	
1903	HCF/Lana'i Community Benefit Fund	9/23/19 - 9/22/20	7,000	Holo Holo Program	Approved	
1904	State of HI GIA	7/1/19 - 6/30/20	75,000	CNA Wages	Approved	\$18K Received last week for 1st quarter
1905	DHHC/MCOA	7/1/19 - 6/30/20	100,000	Wages/Contracts/Equipment	Approved	\$50K Payment Received Advance & 1st quarter
1906	Atherton	12/1/2019-11/30/20	10,000	PT RN Wages	Approved	\$10K Received
Lana'i Kina'ole Inc						
Grants/Funding 2020						
Grant #	Funder	Period	Amount	For	Status	Comments
2001	MKCF	12/2019-12/2020	9,600	Electronic Health Record (EHR)	Received in full	
2002	Maul County	7/1/20 - 6/30/22	250,000	Labor & Equipment	Pending	2 year request made 10/2019
2003	HI State GIA	7/1/ - 6/30/21	TBD	Labor	Pending	
Lana'i Kina'ole Inc						
Grants/Funding 2021						
Grant #	Funder	Period	Amount	For	Status	Comments
	Maul County	7/1/20 - 6/30/22	250,000	Labor & Equipment	Pending	2 year request made 10/2019

Lana'i Kina'ole

Funds Sought for 2021	Attachment #6
Maui County DHHC	\$250,000.00
Manele/Koele Charitable Fund	\$10,000.00
Hawaii Community Foundation	\$25,000.00
Other Foundations	\$25,000.00



Personnel Requirements

Policy

Lana'i Kina'ole Inc. has established requirements for all personnel. As required by regulation, the agency considers volunteers as employees without required compensation and such are subject to all the same policies as an employee. A non-discriminatory recruitment and selection process is followed.

Purpose

To define the minimum requirements of personnel hired by Lana'i Kina'ole Inc.

Responsibility

The Program Administrator is responsible for maintaining and implementing this policy.

Procedure

1. The employee will have completed an application, reference checks, skills list, criminal disclosure, conflict of interest form (if applicable), permission for the criminal background check, and supplied the necessary information to validate that the applicant is eligible to legally work in the United States.
2. Licensure, certification, or registration verification is completed for all appropriate agency personnel.
 - a. All licenses are validated to be in good standing.
3. All home health aide services must meet the following requirements;
 - a. Have completed a training and competency evaluation program with classroom and supervised practical training of at least seventy-five (75) hours or observation and written or oral exam.
 - b. A nurse aide training and competency evaluation programs approved by the state of Hawaii.
 - c. If there has been a twenty-four (24) hour month lapse in furnishings services for compensation, the individual must complete another state approved program before providing services.
4. All personnel applying for a field positions will complete a competency skills checklist for their position.



- a. All skills validated through the licensure or certification process will be accepted as verified.
- b. All required competencies will be performed and documented.
5. Three (3) professional references shall be provided and leadership shall attempt contact, with at least two (2) positive references required.
6. Current cardiopulmonary resuscitation (CPR) training, and First Aide.
7. The agency shall require health assessments performed from six (6) months prior to employment to within fifteen (15) days of assuming employment as a prerequisite of employment and maintain health records for employees with direct patient contact. The assessment is to be performed and evaluated by a licensed and legally authorized practitioner within his or her scope of practice. The written health assessment report shall:
 - a. Be signed by the person who performed the assessment.
 - b. Verify that the employee is free from health conditions that would interfere with the employee's ability to perform assigned duties.
 - c. Contain verification that the employee is free from signs or symptoms of infectious disease.
8. Maintained for at least three (3) years in a safe, protected location.
9. Verification of current tuberculosis (TB) screening test for all direct-service personnel.
10. Federal I-9 Naturalization and Immigration forms are completed and filed separately.
11. All direct-service personnel who have not already been vaccinated shall be encouraged to obtain the Hepatitis B vaccine provided for by the agency, as indicated. Personnel rejecting the vaccination will document their choice.
12. All personnel will receive appropriate orientation to policies and procedures prior to providing patient service or starting an assignment. Direct-service personnel will be given disposable gloves, disposable CPR mask, and other applicable Personal Protective Equipment (PPE) to be used while on assignment for the agency.
13. All personnel receive a formal written evaluation after three-six (3-6) months and annually thereafter. The employee's supervisor completes the written evaluations and provides a face-to-face conference with the employee. Each employee receives a copy of his or her evaluation and the original is placed in the employee's file. Evaluations are based on, but not limited to:
 - a. Observations through supervisory in-home visits
 - b. Adherence to agency policies and procedures
 - c. Client's satisfaction or complaints
 - d. Performance relevant to adherence to job tasks and services plan requirements



e. Record of attendance and adherence to client schedules

REFERENCES:

Created – 11/20018

Revised – 4/2019

Reviewed - NA

Approved By: Valerie Janikowski

Attachment: NA

Reference(s):

CMS 42 CFR 484.100; 484.115 (d-n)

ACHC PD4-1A-PD4-2D

CHAP CI.5d, CII.1a; CII.1f; CII.7b, HRM.3.1, HRM.4.1

TJC HR.01.02.05; LD 04.03.09 EP2-10; HR.01.02.07, EP1-2, 5

Valerie Janikowski, RN, BSN

P.O. Box 631732

Lana'i City, HI 96763

Phone: Work (808)565-8001/8003 Home (808)565-7805, Cell (760)362-2750

janikowskis@gmail.com vjanikowski@lanaikinaole.org

Occupational Health Nurse as needed. Assume Director of Nursing responsibilities as assigned.

1/00-7/00

Staff Nurse, Kwajalein Hospital

Responsibilities: Primary care giver for patient care assignments as designated. Provide direct patient care within the scope of practice for a Registered Nurse.

4/99-1/00

Charge Nurse/Clinical RN Supervisor, Western Arizona Regional Medical Center

Responsibilities: Direct and participate in the care of all patients, of all ages on the assigned unit. Act as designee of the unit manager as assigned. Assist physicians and floor nurses when necessary. Staffed unit appropriately for daily assignments. Completed unit staff schedule.

Education:

8/07-8/09

Bachelor of Science in Nursing, Florida Hospital College of Health Sciences

1/93-5/97

Associates Degree in Science-Nursing, Mohave Community College

Licenses: Licensed as a Registered Nurse in Hawaii

Affiliations:

Hawaii State Rural Health Association (HSRHA)– Board Member

Lana'i Hawaii Community Benefit Fund Advisory - Board Member

Lana'i Aging Network Council (LANC) - Committee Member

Awards:

2018 Healthcare Association of Hawaii (HAH) Healthcare Hero Award Recipient

3/2019 Home Town Hero Award Recipient for Lana'i

References: Available upon request

Valerie Janikowski, RN, BSN

P.O. Box 631732

Lana'i City, HI 96763

Phone: Work (808)565-8001/8003 Home (808)565-7805, Cell (760)362-2750

janikowskis@gmail.com vjanikowski@lanaikinaole.org

direction to the Nurse Manager, Resource Nurses, Chief Medical Officer, and Hospital Administrator for the overall nursing functions for Kwajalein Hospital. Assist with recruitment of nursing staff members. Provide administrative and clinical support to the Hospital Administrator and Chief Medical Officer on projects as assigned, to include but not limited to policy and procedure completion, review and revision, child and youth services inspection completion and oversight, QI/Six Sigma mapping and process improvement analysis, and coordination and oversight of bimonthly Diabetic Clinics. Assist with pre-natal care for obstetrical patients as required. Function and assume call as circulating or scrub nurse as required. Function as primary care nurse of obstetrical patients during all stages of labor as required. Function as primary care nurse for patients of all specialty needs from Medical Surgical to ICU as required.

7/05-12/08

Nurse Manager/Director of Nursing, Kwajalein Hospital

Directly reported to the Hospital Administrator and the Chief Medical Officer.

Responsibilities: Direct, supervise and participate with overall flow of patient care for the nursing department. Direct and supervisor medical reception and medical records department functions and personnel. Recruit and retain department personnel, facilitate required employment reviews and evaluations including commendations and disciplinary actions as required. Assist Hospital Administrator with budgetary management for all departments as assigned. Participate as an active chairperson and member of multiple committees; nursing and multi-disciplinary. Ensure compliance with JCI regulations; facilitate and oversee quality assurance adherence and process improvement activities for nursing, medical records, and reception. Interface with ancillary departments, EMS, US Army personnel, and RMI medical staff to assist with coordination of various administrative and clinical needs. Facilitate staff, patient, and community education including but not limited to coordination and oversight of bimonthly Diabetic Clinics, coordination of staff development/education, and coordination of health training to school services staff. Initiate and assist with pre-natal care for all obstetrical patients. Function and assume call as circulating or scrub nurse as required. Function as primary care nurse of obstetrical patients during all stages of labor as required. Function as primary care nurse for patients of all specialty needs as required.

7/00-7/05

Outpatient Department Nurse Manager, Kwajalein Hospital

Responsibilities: Direct, supervise and participate with the flow of patient care within the outpatient department to include but not limited to the emergency room and medical reception. Direct, supervise and participate with school nursing requirements. Function as direct supervisor for the staff employed within the department, facilitate annual employee review and evaluations. Initiate and assist with pre-natal care for all obstetrical patients. Function as primary care nurse of obstetrical patients during all stages of labor as assigned. Schedule and coordinate surgical and outpatient procedures. Function and assume call as circulating or scrub nurse as assigned. Active participant and member of multiple committees; nursing and multi-disciplinary. Interface with ancillary departments, EMS and RMI medical staff to assist with coordination of various issues. Provide coverage for

Valerie Janikowski, RN, BSN

P.O. Box 631732

Lana'i City, HI 96763

Phone: Work (808)565-8001/8003 Home (808)565-7805, Cell (760)362-2750

janikowskis@gmail.com vjanikowski@lanaikinaole.org

Objectives: To continue my career as a Registered Nurse in a diverse and challenging environment, while enhancing my skills and abilities as a professional and providing quality care for every client.

Personal Statement: Having worked in a remote rural setting, the experience has allowed me to provide clinical and administrative nursing care to the overall community, in many nursing specialties to some degree. These opportunities have allowed for a broad nursing experience, as well as, professional and personal enrichment which I desire to continue to pursue.

Professional Experience:

- 12/2018-Present Contracted Registered Nurse/Program Administrator, Lana'i Kina'ole Inc.
Responsibilities: Oversee clinical and administrative provision for new agency direct services. Provide home health services for all clients of Lana'i community, as needed, and as directed by each clients healthcare provider. Direct and supervise certified nursing assistants. Advocate for service support and ongoing long-term care needs for the community. Assist with grant writing, funding campaigns and partnership support, as needed.
- 7/16/18-12/2018 Contracted Registered Nurse, Arcadia Home Health Lana'i
Responsibilities: Provide case management, home care, or home health services for all patients of Lana'i community as needed, as directed by organization leadership, and/or community healthcare providers. Direct and supervise certified nursing assistants. Oversee administrative and clinical activities under the direction of Home and Community Based Services Director and organization leadership. Advocate for service support and ongoing long-term care needs for the community. Assist with grant writing, as needed.
- 1/1/18-7/15/18 Associate Director, Na Pu'uwai/Ke Ola Hou O Lana'i
Responsibilities: Provide clinical and organizational expertise as a member of the Executive Team. Responsible as the Chair of the Continuous Quality Improvement (CQI) strategy efforts. Identified to act on behalf of the Executive Director as needed. Continue with Clinical & Program Director for all clinical programs and direct leadership for Lana'i services.
- 10/09-12/17 Nurse Case Manager/Clinical & Program Director, Na Pu'uwai/Ke Ola Hou O Lana'i
Responsibilities: Provide case management, home care, or home health services for all patients of Lana'i community as needed or directed by Na Pu'uwai Medical Director, organization leadership, and/or community healthcare providers. Direct and supervise certified nursing assistants/community health workers. Oversee administrative and clinical activities under the direction of Na Pu'uwai leadership and the Medical Director.
- 12/08-4/09 Nursing Supervisor, Kwajalein Hospital
Responsibilities: Act as a consultant and resource to the Nurse Manger/Director of Nursing and Primary Resource Nurse. Provide orientation, guidance, and/or

Lanai Kinable Inc.

Attachment 8

VALERIE M JANIKOWSKI
P O BOX 631732
LANAI CITY, HI 96763

RN-56681

NOTICE THIS POCKET ID CARD IDENTIFIES YOU TO THE PUBLIC AS BEING CURRENTLY LICENSED AND SHOULD BE KEPT IN YOUR POSSESSION AT ALL TIMES.

LICENSE NUMBER RN-56681	EXPIRATION DATE 06/30/2021	
STATE OF HAWAII DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS REGISTERED NURSE		
VALERIE M JANIKOWSKI P O BOX 631732 LANAI CITY, HI 96763		
 SIGNATURE OF LICENSEE		

CAROL J. ONUMA RN

P.O. Box 630242

250 Kooloaula Place

Lana'i, Hawaii 96763

(808)341-9579

Conuma@lanaikinaole.org

Objective: Volunteer, support and advocate for healthcare services for the Lana'i community, with special commitment for the kupuna and keiki.

Qualifications: Registered Nurse (RN) – Hawaii license
Experience caring for women in first two hours post-partum, Women Infant & Children (WIC) programs and in childbirth education.

Professional Experience:

8/2018 to Present	Casual/Volunteer RN with Lana'i Kina'ole Home Team – provide RN services, CNA supervision, case management and care coordination, as required.
11/2014 to 7/2018	RN Case Manager with Ke Ola Hou O Lana'i
11/2007 to 4/2014	Staff RN, Mother Baby Care & Surgical Admission Center Unit Tripler Army Hospital
2/2005 to 11/2007	Staff RN Maternal Infant Care Unit Sharp Memorial Hospital Mary Birch
12/2002 to 1/2005	Long Term Care Staff RN & limited ER coverage with Lana'i Community Hospital
9/2000 to 7/2001	Staff RN Hemodialysis Unit with Lana'i Community Dialysis
10/1999 to 11/2004 & 12/1991 to 5/1996	Licensed Massage Therapist (LMT) with Castle & Cooke Resort Hotel
09/1996 to 10/1999	Clinic RN & Staff Educator with Lanai Family Health Center

Certifications/Assignments: CPR & First Aid Current with AED
Acting Senior Vice President of Lana'i Kina'ole Inc.
Volunteer reader for elementary school children
Trained Mindfulness Facilitator

lanai Kinaole Inc

Attachment 9

LICENSE NUMBER
RN-26160

EXPIRATION DATE
06/30/2021



STATE OF HAWAII DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS
REGISTERED NURSE

CAROL J ONUMA
P O BOX 630242
LANAI, HI 96763

Carol J. Onuma
SIGNATURE OF LICENSEE

Anabel R. Raqueno, CNA

P.O. Box 631649 Lanai City HI 96763

Cellular number: 808-649-9153

Email add.: a.reintegrado@yahoo.com

Summary of Qualifications:

Reliable, dedicated, service focused nursing professional and compassionate individual with excellent patient care skills in various health care setting. BLS and CPR certified(current). Communicate effectively at all levels within and outside the organization. Efficient administrative assistant.

Skills:

Taking and charting vitals	Microsoft Office 365, Outlook, Word, Excel
Ambulating and transferring	Great Organization skills
Range of Motion	Flexible, Dependable,hardworker, team player
ADL	Role model
HIPAA/Confidentiality	Motivated self-learner
Taking charge and accomplishing given tasks and assignment	

Work History/Experience:

September 2018 -December 2018	Certified Nursing Assistant, Arcadia Elder Services
July 2014- August 2018	Certified Nursing Assistant, Lead ; Napuuwai Dbā Ke Ola Hou O Lanai
March 2008-Present	Spa Attendant/Receptionist; Four Seasons Resort Lanai
November 2006- May 2007	Marketing Specialist; Marinella Commercial Complex - RAA Holdings Inc., Philippines
November 2004- April 2006	Collection/Marketing Specialist; CLI Enterprises, Philippines

April- November 2004

Cashier Customer Service; Greenwich Pizza Corporation, Philippines

Certifications and Education:

Certified Nursing Assistant Program, University of Hawaii Maui College, 2014

Bachelor of Science Mass Communication, University of Northern Philippines, 2004

References: Available upon request

Hawaii
Department of Commerce & Consumer Affairs
Nurse Aide Certification Program

Initial Certification Date	Expiration Date	Certificate #
02/24/2014	02/24/2020	HI000006638

see this certification for:
ANABEL R RAQUENO



Anabel R. Raqueno
Nurse Aide

Your name is listed as active on the Hawaii State Nurse Aide Registry. To remain active on the Registry, you must work at least 8 hours of paid employment during the last 24 months prior to your certificate expiration date. If you qualify for renewal, your renewal period will be for two years from your last reported date of employment. Your nurse aide state certification must be renewed upon expiration.


ANABEL R RAQUENO
PO BOX 631649
LANA ICITY, HI 96763

HAWAII
DEPARTMENT OF COMMERCE & CONSUMER AFFAIRS
CERTIFIES THAT

ANABEL R RAQUENO

has successfully completed the requirements for State Certification as a certified nurse aide.

HI000006638	02/24/2014	02/24/2020
-------------	------------	------------



VOID IF ALTERED NON-TRANSFERABLE

Uribita Cabatu
1321 Lāna‘i Avenue, Lanai City
HI,96763 P.O Box 631560
Contact No: 808-675-8443
Email: cappalmarnel@yahoo.com

Objective

To seek challenging position in which to expand upon my skills and knowledge base and obtain a position in a Health Care Facility where I can utilize my skills, knowledge and experience to provide quality health care.

Qualifications

- Gives attention to the details of the job
- Able to maintain confidentiality of information relating to residents and staff
- Adapts to changes in standard procedures and work duties
- Self-reliance
- Finds or asks for something to do when assigned tasks are completed.
- Able to perform tasks within a reasonable period
- Shows knowledge of proper communications channels
- Humanitarian commitment
- Basic computer skills and with knowledge of the internet

EXPERIENCE

• **Na Pu‘uwai, Inc DBA Ke Ola Hou O Lāna‘i**
CNA/CHW from October 2014 to August 2018

• **Arcadia Home Health Lāna‘i**
CNA/CHW August 2018 up to December 2018

Duties and Responsibilities

- Demonstrates understanding of Standard Procedure
- Assists clients with daily personal care tasks such as bathing, dressing and grooming.
- Always Ensure client comfort and safety
- Do vital signs and charted effectively
- Accepts responsibility for direction of co-workers in the implementation of plans of care.
- Provide exceptional service to all patients and costumer.
- May be required to work in other areas according to skill of staff and acuity of patients
- Assists RN/Dr for their home visits
- Reported all changes in client condition and allegations of residence abuse to nurse supervisor.

Education:

- ◆ CNA Program-Training International, Aiea Hawai'i-June 17,2008
- ◆ Bachelor of Science in Agricultural Education Major in Elementary Education at Ilocos Sur Polytechnic State College (Philippines)-from 2000-2004

Certification and License

- Certified Nursing Assistant
Exp. Date: June 2019
- CPR, AED and First Aid for Adults and Child-
Exp.Date: September 2020
- Registered Teacher (Philippines)

Reference

Carol Onuma
Registered Nurse
250 Kooloaula Place
Tel # 808-341-6579

Dr.John Janikowski,DO
Family Physician
Straub Lāna'i
Tel#565-6423

Sandi Rabacca,RN
Registered Nurse
Lāna'i Community Dialysis
Tel# 808-649-9565

Lanai Kinable Inc.


Attachment 11

Hawaii
 Department of Commerce & Consumer Affairs
 Nurse Aide Certification Program

Original Certification Date	Expiration Date	Certification #
5/27/2011	7/31/2021	HI110518479

Issue this certification to
URIBITA C CABATU

Signature of Nurse Aide




Your name is listed as active on the Hawaii State Nurse Aide Registry. To remain active on the Registry, you must work at least 8 hours of paid employment during the last 24 months prior to your certificate expiration date. If you qualify for renewal, your renewal period will be for two years from your last reported date of employment. Your nurse aide state certification must be renewed upon expiration.

URIBITA C CABATU
 PO BOX 631560
 LANAI CITY, HI 96763

HAWAII
DEPARTMENT OF COMMERCE & CONSUMER AFFAIRS
 CERTIFIES THAT
URIBITA C CABATU

has successfully completed the requirements for State Certification as a certified nurse aide.

CERTIFICATION NUMBER	ISSUE DATE	EXPIRATION DATE
HI110518479	5/27/2011	7/31/2021



VOID IF ALTERED NON-TRANSFERABLE

Micah Velasco

(808) 868-1630 micah.velasco13@gmail.com P.O. Box 630737 Lanai City HI 96763**Special Skills:**

Computer Literate; Proficient in Microsoft Office: Word, Excel, Outlook, and Power Point; Excellent verbal and written communication skills; Efficient and Organized; Customer Service skills; Able to work under stress; Quick learner and carries out tasks in a timely manner

Education

- May 2013 - Lanai High and Elementary School - High school diploma
- December 2016- Hawaii State Nurse Assistant Diploma
- April 2017- State Certification as a Certified Nurse Aide
- December 2017- HIPPA Training
- October 2018 – CPR/AED Certification
- March 2019- State Re-Certification as a Certified Nurse Aide

Relevant Work Experience*Administrative Assistant — Groves Insight — 2010 - 2011*

- Corresponded via email using Microsoft Outlook and phone calls to communicate effectively with co-workers that worked in Portland
- Created power point presentations and templates for letters and revised per supervisor's instructions.
- Input statistics and percentages using Excel of Democratic polls and other relevant data

Program Aide — Lanai Youth Center — April 2017 - November 2017

- Prepped children activities, supervised children
- Aide for Garden Program - logged duties completed by children and staff
- Logged daily stats for various programs that the children participated in
- Assisted with closing the building at the end of the day

Certified Nurse Assistant — Ke Ola Hou O Lana'i — December 2017 - August 2018

- Provided personal care for Home Care patients, provided enabling services, ambulation assistance
- Provided personal care and health monitoring for Home Health Patients
- Recorded events planning for nonprofit data
- Program planning: Call program contractor to confirm time and date of arrival, made travel arrangements. Scheduled patients and patient referrals
- Navigated charts and input patient results on HIPPA compliant online data sites

Temporary Administrative Assistant — Nordic PCL Koele Adventure Park Project — October 2018 - Present

- General office management (time card entry, meeting minutes, document filing and, team event planning)
- Logistics
- Safety deliverables compilation
- Issue subcontracts via SignNow
- Applicant Flow Log
- Assist with pay apps
- Assist with employee transfer/lay off

Community Service & Volunteer Activities

- Writer for Lanai Visitors Bureau/Lanai Hospitality Group
 - Created blogs and advertisements that highlighted local businesses, met with journalists of travel magazines and bloggers, and aided to elevate their understanding of the culture and history of commerce of the Island
 - Ensured Journalist and bloggers enjoyed their stay
 - Kept track of blogs and reviews of their stay on Lanai
- Shadowed Nurse Assistant's at Lanai Community Hospital during training

Lanai Kinable Inc

Attachment 12

Micah Velasco

(808) 868-1630 micah.velasco13@gmail.com P.O. Box 630737 Lanai City HI 96763

References:

Available upon request

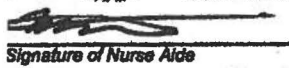
Lanai Kinole Inc.

Attachment 12


Hawaii
Department of Commerce & Consumer Affairs
Nurse Aide Certification Program

Initial Certification Date	Expiration Date	Certification #
4/21/2017	4/30/2021	HI000009911E

with this certification to:
MICAH H VELASCO



Signature of Nurse Aide



Your name is listed as active on the Hawaii State Nurse Aide Registry. To remain active on the Registry, you must work at least 8 hours of paid employment during the last 24 months prior to your certificate expiration date. If you qualify for renewal, your renewal period will be for two years from your last reported date of employment. Your nurse aide state certification must be renewed upon expiration.

MICAH H VELASCO
PO BOX 630737
Lanai City, HI 96763

HAWAII
DEPARTMENT OF COMMERCE & CONSUMER AFFAIRS
CERTIFIES THAT
MICAH H VELASCO

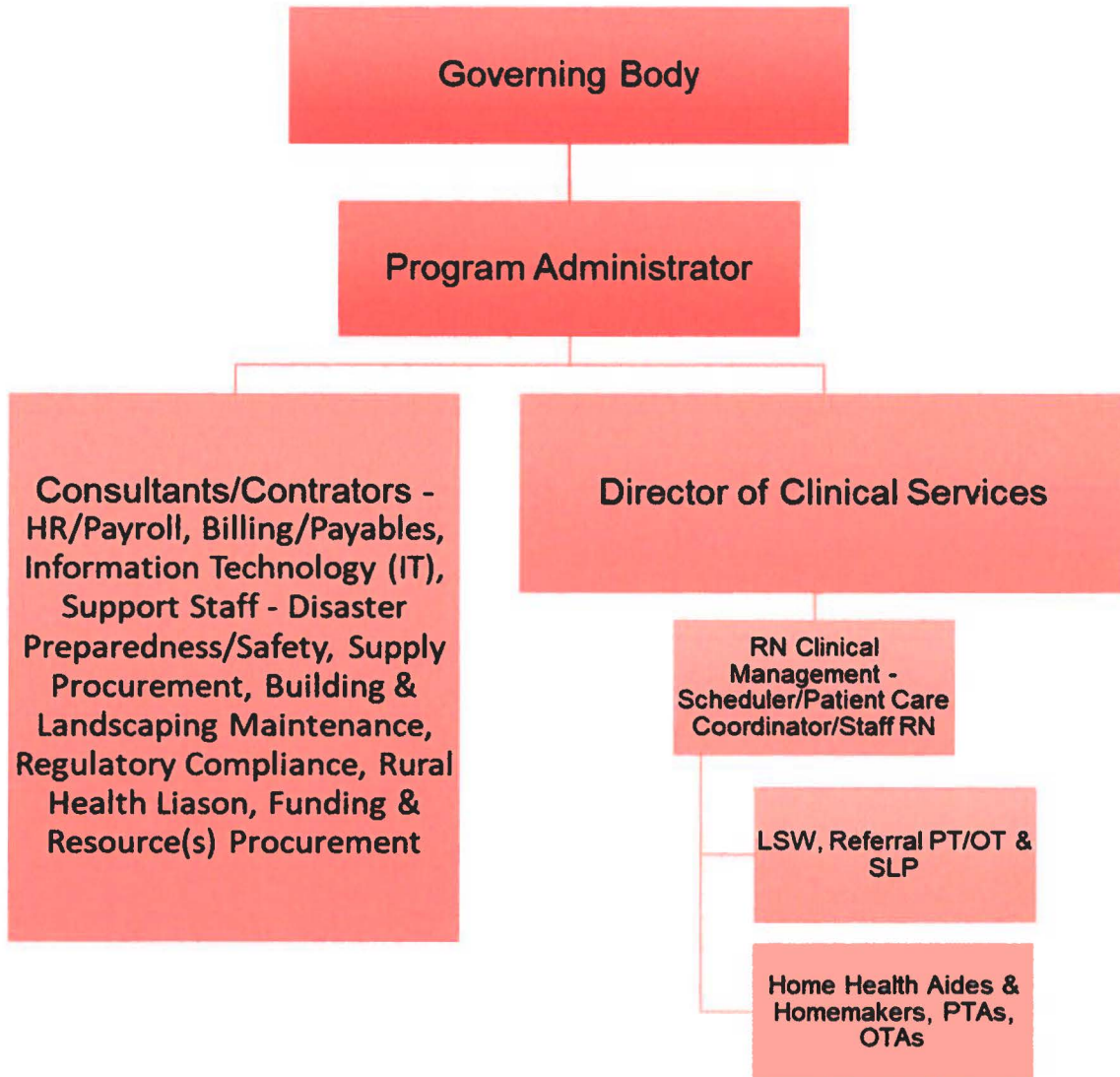
has successfully completed the requirements for State Certification as a certified nurse aide.

CERTIFICATION NUMBER	ISSUE DATE	EXPIRATION DATE
HI000009911E	4/21/2017	4/30/2021



VOID IF ALTERED NON-TRANSFERABLE

Lāna`i Kinā`ole, Inc.
PO Box 630805
617 Ilima Ave
Lāna`i City, HI 96763
Phone (808)565-8001 Fax (808)565-8185
<http://lanaikinaolethetohometeam.org/>



Lanai Kinaole Inc.

Attachment 14

DAVID Y. IGE
GOVERNOR OF HAWAII



BRUCE S. ANDERSON, Ph.D.
DIRECTOR OF HEALTH

In reply, please refer to
file

STATE OF HAWAII
DEPARTMENT OF HEALTH
OFFICE OF HEALTH CARE ASSURANCE
601 KAMOKILA BOULEVARD, ROOM 395
KAPOLEI, HAWAII 96707

July 8, 2019

Valerie Janikowski, RN, BSN
Administrator
Lanai Kina'ole, Inc.
P.O. Box 630805
Lanai City, Hawaii 96763

RE: LANAI KINA'OLE
LIC NO: HHA-4

Dear Ms. Janikowski:

Enclosed is your initial license to operate a home health agency at 617 Ilima Avenue,
Lanai City, Hawaii 96763.

This license is valid until June 30, 2020, unless revoked for just cause.

Sincerely,


VERONICA G. MITCHELL, MSN, RN
Medicare Certification Officer
Medicare Section Supervisor

VGM:bn

Enclosure

Attachment 14



STATE OF HAWAII
DEPARTMENT OF HEALTH

LICENSE

LANAI KINA'OLE, INC.

is hereby granted a license to operate a

Home Health Agency (LANAI KINA'OLE)

at 617 Ilima Avenue, Lanai City, Hawaii 96763

with a capacity of N/A beds. This license is valid for One Year

ending June 30, 2020 unless revoked for just cause.

This license is granted in accordance with provisions of the State Public Health laws and regulations.

Effective Date: July 1, 2019

Director of Health

Date Issued: July 8, 2019

By

Thomas H. Mitchell, RN, MSN

Office of Health Care Assurance

OHCA # HHA-4

License is not transferable.

Lanai Kinole Inc

Lanai Kinaole Inc

Attachment 15
January 13, 2020

To Whom This May Concern,

My name is Jozy Malacas-Kinoshita proud to offer my support for Lanai Kinaole. Feliza Malacas, my Mother is a client since 2016 when she was diagnosed to have Breast Cancer after overcoming a month at Oahu's Medical Center for Pneumonia.

We have formed a strong, trusting relationship thru this journey of Breast Cancer, and mom's many other illnesses. We have been fortunate to have their skilled nursing support in our home.

Mom had radiation treatment in December 2017. She acquired a burn on her 18th treatment and had to stop. Valeria Jonikowski performed specialty wound care until her open wound healed.

Mom did another radiation treatment in November 2019. And dressed my mom's wound until completely healed. Mom's medications are plentiful and she handled all questions and fears. Did Blood work at home when it was too difficult to go to the Lab office. CNA helped with daily activities and functions, exercise, personal care - baths, pharmacy errands. Being a caregiver for my Mom, Lanai Kinaole has helped me in many ways to help take care of my Mother better. Caregiver classes, support group, 1 on 1 counseling, and most of all Respite.

Lanai Kina'ole Inc

Attachment 15

Lanai Kina'ole is exceptionally gifted at making my Mother comfortable and maintain a positive atmosphere. They bring joy, hope and compassion with excellent patient care skills. Lanai Kina'ole is the backbone of my Mother's and myself. Success in this journey of quality life, honoring ... Feliza Malacas.

Sincerely,
Jozy Malacas - Kinoshita

P.O. Box 630344
Lanai City, Hi. 96763
jozymalacas@gmail.com
808-563-3057

Lana'i Kina'ole Inc

Attachment 15

547 Akahi Place - P. O Box 630178
Lana'i City, Hawaii 96763
nancytama@gmail.com
(808)565-6042
January 11, 2020

Senator Donovan M. Dela Cruz,
Chair Senate Committee on Ways and Means
Hawaii State Capitol, Room 208
415 S Beretania St,
Honolulu, HI 96813

Dear Senator Dela Cruz and Committee Members:

Thank you for your previous grant support of Lana'i Kina'ole. Lana'i Kina'Ole has been hard at work servicing the homebound medically dependent members of the Lana'i community with loving professional care.

We ask you again to support Lana'i Kina'ole's mission to service the needs of our community with a grant for labor costs.

Since the inception of Lana'i Kina'ole, in September 2018, two Registered Nurses have ministered to patients, accepting no salary or compensation of any kind. The community is blessed with these selfless, caring, compassionate women who give their time, skill and healing expertise to the medically needy. Without their care many of the patients would have to leave Lana'i for medical care.

Lana'i Kina'ole is in need of said grant to pay for the services of these professionals and add to the staff of the organization so more patients can be served.

We believe that your compassion & insight into the importance of the services provided by Lana'i Kina'ole and your understanding of the financial needs of the staff will lead you to accept this grant request.

With Much Aloha,



Wallace Tamashiro



Nancy Tamashiro

P.O. Box 630242
Lanai City, HI 96763
January 10, 2020

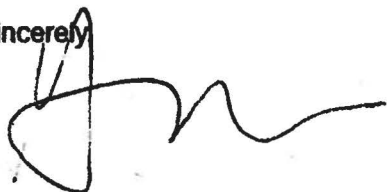
Senator Donovan Dela Cruz
Chair, Senate Ways and Means
Hawaii State Capital, Room 208
415 So. Beretania Street
Honolulu, HI 96813

Dear Senator Dela Cruz and Members of the Senate Ways and Means Committee,

I was born and raised on Lanai and have worked here for 29 years before my retirement. I had a stroke in September 2018 that was brought on by Diabetes due to Agent Orange exposure in Vietnam, after which I was determined to regulate my blood sugar and high blood pressure. I sought assistance at Lana'i Kina'ole and Valerie Janaikowski RN obtained for me a glucometer to measure my blood sugar and a personal blood pressure machine and even made a special graph to help me monitor my numbers, all of which had been difficult to do because of weakness in my left hand. She has been instrumental in my recovery, giving me assistance with my medications and encouragement in my year long quest for maximum recovery. Thanks to programs offered by Lana'i Kina'ole I have been able to attend Chiropractic and Acupuncture sessions as part of my recovery.

Living on a small island I am extremely grateful for all the services provided me by Lana'i Kina'ole and I encourage your support for this valuable non-profit on Lanai.

Sincerely



Gary Onuma



**STATE OF HAWAII
STATE PROCUREMENT OFFICE**

CERTIFICATE OF VENDOR COMPLIANCE

This document presents the compliance status of the vendor identified below on the issue date with respect to certificates required from the Hawaii Department of Taxation (DOTAX), the Internal Revenue Service, the Hawaii Department of Labor and Industrial Relations (DLIR), and the Hawaii Department of Commerce and Consumer Affairs

Vendor Name: LANA'I KINA'OLE, INC.

Issue Date: 12/10/2019

Status: Compliant

Hawaii Tax#:
New Hawaii Tax#: GE212147660801
FEIN/SSN#: XX-XXX6549
UI#: XXXXXX9708
DCCA FILE#: 298669

Status of Compliance for this Vendor on issue date:

Form	Department(s)	Status
A-6	Hawaii Department of Taxation Internal Revenue Service	Compliant Compliant
COGS	Hawaii Department of Commerce & Consumer Affairs	Compliant
LIR27	Hawaii Department of Labor & Industrial Relations	Compliant

Status Legend:

Status	Description
Exempt	The entity is exempt from this requirement
Compliant	The entity is compliant with this requirement or the entity is in agreement with agency and actively working towards compliance
Pending	The entity is compliant with DLIR requirement
Submitted	The entity has applied for the certificate but it is awaiting approval
Not Compliant	The entity is not in compliance with the requirement and should contact the issuing agency for more information