Volume XXXIV

Preventing and Responding to Sexual Harassment in Long-Term Care

A Video Guide for Staff in Long-Term Care Facilities

Facilitator’s Guide

ElderCare Communications
PREVENTING AND RESPONDING TO SEXUAL HARASSMENT IN LONG-TERM CARE

Sexual harassment is more than a news headline. It’s a personal and a criminal offense, reported most often in the workplace. Since your facility is a place of work, we can see sexual harassment here as well. Sexual harassment can involve staff, residents and staff, or just residents. Some researchers believe that incidents of sexual harassment take place daily in long-term care facilities across the United States.

Long-term care is different than many other workplaces. First, we care for residents who call our workplace their home. As caregivers and health care providers, we must help make their home as home-like as possible. We need to support their independence, often when aging, medical, and lifestyle issues challenge their ability to be self-sufficient.

Second, we care for residents who often have conditions – like dementia – that interfere with their judgment and memory. Residents may behave with less inhibition. They may say crude or vulgar things or engage in inappropriate actions because they have trouble controlling their impulses. As their dementia gets worse, their behavior may become less predictable. You may have seen some of these examples:

- Residents making unwanted advances to staff and other residents
- Aggressive and inappropriate comments
- Residents with dementia engaging others in unwanted sexual behavior

This program will explain how and when sexual harassment can occur. As part of this in-service training, staff and caregivers will be better equipped to prevent sexual harassment and to manage incidents that involve harassment of a sexual nature.
IN-SERVICE GUIDELINES

“Preventing and Responding to Sexual Harassment in Long-Term Care” is a video-based learning program. It supports the needs and motivations of health care professionals and staff that provide direct resident care.

Conduct learning sessions for:
- All CNAs
- All RNs
- Staff across your facility including those supporting activities, social services, housekeeping and meal delivery

“Preventing and Responding to Sexual Harassment in Long-Term Care” can positively influence care giving by helping staff and caregivers. The learning objectives include:
- Defining sexual harassment
- Explaining how its presence can pose unique challenges for caregivers in long-term care
- Identifying opportunities where sexual harassment can happen
- Discussing practices you can employ to prevent sexual harassment
- Describing appropriate responses if it does occur
“Preventing and Responding to Sexual Harassment in Long-Term Care” is a practical educational tool. It demonstrates important skills necessary to help caregivers identify and prevent sexual harassment in the workplace. It also provides guidance to help caregivers understand how they can manage incidents that involve sexual harassment between staff and/or residents.

Filled with practical information and useful instruction, this video training provides a unique and interactive learning experience. In addition to the valuable information contained in the video and this accompanying facilitator guide, the video in-service provides opportunities for facilitated discussion to help participants share what they see and apply this knowledge on-the-job.
Samples of Group Session Agenda

Use the following sample agenda to structure a session featuring “Preventing and Responding to Sexual Harassment in Long-Term Care”

**Suggested length of session:** Sixty minutes.
  Group discussion is important to learning. If participants are slow to respond, consider briefly recapping the main ideas just covered or the key situations and behaviors with which you feel your group can most easily relate.

**Length of videotaped program:** approximately 25 minutes

**Materials needed:**
- This facilitator guide
- The “Preventing and Responding to Sexual Harassment in Long-Term Care” program
- Optional paper and pencils for participant note-taking
- Optional flipchart and markers for writing key ideas
SUGGESTED SESSION AGENDA

<table>
<thead>
<tr>
<th>Sequence</th>
<th>Content</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Welcome the group to your session.</td>
</tr>
<tr>
<td>2</td>
<td><strong>INTRODUCE</strong> the “Preventing and Responding to Sexual Harassment in Long-Term Care” topic and show first module of video program – <strong>Introduction</strong></td>
</tr>
<tr>
<td>3</td>
<td>Engage viewers in a brief discussion about MODULE 1.</td>
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<td></td>
<td><strong>DISCUSSION:</strong> Ask group to define sexual harassment. Ask group to discuss the kinds of sexual harassment that they’ve seen or that might occur in a long-term care workplace. Consider responses of the group and focus this instruction to help correct any misunderstanding and to provide a truer definition.</td>
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<tr>
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<td><strong>ASK:</strong> What do you know about sexual harassment?</td>
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<td></td>
<td><strong>ASK:</strong> How can or has sexual harassment been a concern in your workplace?</td>
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<tr>
<td>4</td>
<td>Show second module of video program – <strong>Background on Sexual Harassment and Sexual Harassment in Long-Term Care</strong></td>
</tr>
<tr>
<td>5</td>
<td>Engage viewers in a brief discussion about MODULE 2. Focus on the legal definition and general issues surrounding sexual harassment – from types of sexual harassment to typical incidents you have or might see in long-term care.</td>
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</tbody>
</table>
ASK: Why do you think sexual harassment is on the rise? Do you think the public’s increased awareness in sexual harassment influences the rise in reports?

ASK: What different forms of sexual harassment can occur in your facility (“staff to staff,” “management to staff,” resident to staff “resident to resident”)? How does each pose unique challenges?

6 Show third module of video program – Sexual Harassment Involving Staff

7 Engage viewers in a brief discussion about MODULE 3, focusing on sexual harassment that involves staff and/or management.

DISCUSS sexual harassment involving staff by considering three different examples:
1. Play the video scenario
2. Then stop the program and ask the group to discuss how they would react
3. After discussion, resume the program to hear recommendations for how to handle the incident described in the example scenarios

Scenario #1: A male nurse is updating a chart at the nursing station. His female supervisor approaches and brushes up against him on purpose. The male worker is uncomfortable with the contact. His supervisor comments on the chart he is updating, touching and stroking his arm as she speaks. The supervisor appears oblivious to his discomfort.
Scenario #2: Several co-workers – male and female – are sitting around the break room. One male co-worker describes his weekend: he attended a friend’s wedding. He talks about the bride in crude, often ‘X-rated’ terms. You are offended by his descriptions and the profanity laced story. Some in the group find it humorous; others are clearly put-off.

Scenario #3: A female employee is walking down the hallway to a residents wing. Several male co-workers are milling in the hallway outside of a common area. One of the male co-workers whistles at the passing female: “Hey Laura, looking good today. What are you doing for lunch?” He turns to his male co-workers, who do not support his taunting.

DISCUSS: Talk about what your facility is doing to prevent sexual harassment. Review facility protocol for management of staff-to-staff sexual harassment – from reporting to sanctions, enforcement and privacy.

Show fourth module of video program – Sexual Harassment Involving Residents and Staff

Engage viewers in a brief discussion about MODULE 4, focusing on sexual abusive behaviors of residents toward staff.
**PREVENTING AND RESPONDING TO SEXUAL HARASSMENT IN LONG-TERM CARE**

**DISCUSS** sexual harassment involving residents and staff. Invite viewers to describe situations where they believe that they have been harassed by residents. Ask them to describe:
1. Why they felt harassed?
2. How they responded?

**DISCUSS:** what is unique about harassment of staff by residents.

**ASK:** What can caregivers do to prevent this type of harassment?

**ASK:** How can caregivers set boundaries?

**DISCUSS:** Again talk about how your facility recommends handling sexual harassment involving residents and staff. Review facility protocol – from reporting to behavior management, enforcement and privacy.

10 Show fifth module of video program – **Sexual Harassment Involving Residents**

11 Engage viewers in a brief discussion about MODULE 5, focusing on unique qualities of resident-to-resident sexual harassment.
DISCUSS sexual harassment between residents by considering three different examples:
1. Play the video scenario
2. Then stop the program and ask the group to discuss how they would react
3. After discussion, resume the program to hear recommendations for how to handle the incident described in the example scenarios

Scenario #1: You walk in on a couple lying in bed together – the woman is not the man’s wife. She has moderate dementia and doesn’t really understand what is happening.

Scenario #2: An older male resident seems to be getting more aggressive … his dementia is also getting worse. Today, he calls over a nurse: “come on over here; I want to show you something.” Then he exposes himself. You know it’s not the real person speaking, but the behavior is harassing.

Scenario #3: A 78-year old woman, with moderate dementia has taken to undressing then walking freely around her room and sometimes into the hallway. She has a roommate who is bothered by the behavior. When her caregivers ask her to keep her clothes on, she responds with laughter: “I’m free and easy!”

ASK what is unique about resident-to-resident harassment?
ASK about examples seen by group members, then appropriate responses.

DISCUSS: Again talk about what your facility is doing to prevent sexual harassment involving residents. Review facility protocol – from reporting to behavior management, enforcement and privacy.

12 Show sixth module of video program – Sexual Harassment Summary

Thank group members for their participation and conclude the session.
EXERCISES AFTER VIDEO

1. What have you learned during this session that you had not known beforehand?

2. With what you have learned, do you look at sexual harassment differently than you had before this session?

3. How would you apply what you’ve learned on-the-job.

4. Considering what situations this in-service covered, how would you rate your facility protocol for preparing caregivers to prevent and manage sexual harassment? What would you recommend to enhance that protocol?
Questions?

If you have questions about how to implement the “Preventing and Responding to Sexual Harassment in Long-Term Care” program, or if you would like information about other programs available from ElderCare Communications, call or write:

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