**Practicum #2**

The policy and procedure book from the facility that I work with was aligned with the content of the P & P book, as discussed in the text. The P & P book for the facility discusses the policies that should be followed when dealing with residents and also have a detailed description of the appropriate procedures supporting each policy. The book contains policies related to the residents, the facility and also policies related to the expectation that each of the staff members at the facility should meet. That allows the employees in the facility, including the activity professionals, to provide quality care to the residents. Below is a comparison of the contents of the P & P book and the guide provided through the course text.

The P & P book is up to date as it is updated each year to ensure that it captures all changes that have happened in the facility and any changes that have occurred in the law. For instance, policies that govern the conduct of employees are updated each year to ensure that they cover any issues identified in the past year.

The P & P book of the facility covers most of the content included in the learning text. For instance, the P & P book contains the acceptable clinical practices professionals should engage in. It is as per the guidance of the text where that clinical professional are required to follow the preset standards and guidelines as per the international, state and local laws and regulations. The text also promotes professional protocol, which determines the rhythm of movement between nursing care professionals.

The P & P book also contains guidance on elements such as quality assurance, documentation of residents, records and record keeping, and safety for residents during activities. They are all elements discussed in the text and aimed at promoting the resident's welfare. Like the text, the P & P book explains each of the policies with procedures of how nursing professionals should ensure the policy is met. An example is the policy allowing non-exempt employees to have rest periods during each shift. The policy is further explained using the procedures dictating how the rest period should be provided to the employees and the time period for each rest.

The P & P book in the facility is mostly used for guidance and decision-making rather than for training. The book contains the expectations and the dos and don'ts of the facility. The policies are a gospel to the nursing professionals as it determines their actions and consequences. The P & P book is also used to make decisions relating to the facility and all its stakeholders, as it is the guiding book. For instance, in the case of disciplinary action against a nursing professional, the P & P book comes in handy as it offers a clear guide of what the professional should do, comparing it to what they actually did. For training purposes, the nursing facility has an orientation for all staff members and periodic training manuals that ensure professionals are up to date with the best nursing practices.

My impression of the P & P book of the facility is that it is a very helpful document that acts as a guide for all stakeholders in the facility. The P & P book provides a detailed analysis of expectations for professionals within departments and the whole facility and also an analysis of elements such as compensation and workload that affect the quality of services that are extended to residents. I would not do anything different in regard to how the P & P book is used in the facility. It is crucial to its day-to-day activities and is a must for each member of staff to have a copy, read and understand each of the policies and procedures. I feel that it achieves its purpose and that it is effective as it is.