



ADMINISTRATIVE REPORT

To: WARDEN AND COUNCIL OF THE COUNTY OF FRONTENAC

From: Elizabeth Savill
CAO

Prepared By: Julie Shillington
Administrator of Fairmount

Date Prepared: July 15, 2011

Date of Meeting: August 17, 2011

Re: Fairmount Home – 2nd Quarter Activity Update

Background

The following are some of the highlights from April 1 to June 30, 2011 of which County Council should be aware.

Comment

Administrator Certificate Upgrade

I attended the 15 hour upgrade session offered by OANHSS to ensure my Administrator certificate meets the requirements of the *Long-Term Care Homes Act* (LTCHA) as the original OANHSS program did not meet the requirements of the new legislation.

Quality Assurance & Assessment Committee (QAAC)

We held the first meeting of the QAAC which was created in response to the Quality Improvement requirements of the LTCHA. A separate report to Council outlining the home's quality improvement activities has been circulated.

Work Transition – Workplace Safety & Insurance Board

The Occupational Health Nurse and I met with a work transition representative of the WSIB in regards to a work transition plan for a staff member. The Board is now sending work transition representatives into workplaces to ensure that employers are adequately accommodating injured workers. If the worker cannot be accommodated in their own position there is now a focus on retraining the worker with the intent of placing the worker back into the workplace in a different occupation. Employers are not required to create new positions to accommodate injured workers however every avenue for re-entry into the workplace must be exhausted.

Family Information Meeting

In the absence of a Family Council, we held a family information meeting where we shared information about the quality improvement program, 2011 budget, pain program, 2011 planned activities and a variety of other topics.

Registered Practical Nurse (RPN) Shortage

We, as are many long-term care homes, are suffering from a shortage of RPN staff. While we continue with recruitment, we have contracted with Quality Care Health Services to provide relief RPN staffing. Under our collective agreement, we do need to offer overtime to our staff before using the contract staff. The additional funds received from the Ministry will help to alleviate these costs.

Extreme Weather Tabletop Exercise

I participated in the County's extreme weather tabletop exercise.

Fire Extinguisher Training

Our annual fire extinguisher training for staff was provided by the City of Kingston Fire Department.

Summer Students

For the first time in many years we hired summer students in the support services departments to provide some vacation relief for staff. Two of the three students live in South Frontenac.

New Funding

Significant revisions, received this week, were made to the Ministry long-term care homes funding policy. The majority of the changes are retroactive to April 1, 2011 and will positively impact the home's operation in years to come. The following chart highlights the new funding.

Envelope	Reason for Change	Per Diem Increase	\$\$ to Year-End	\$\$ to March 31, 2012
Nursing & Personal Care	• 3% increase	\$2.46 (subject to CMI)	\$85,856	\$113,954
	• Staff training	\$0.18 (subject to CMI)	\$6,282	\$8,338
Programming & Support Services	• 3% increase	\$0.24	\$8,448	\$11,213
	• Staff training	\$0.02	\$704	\$934
Other Accommodation	• Requirements under the Act re dietary services & mandatory training	\$0.52	\$18,304	\$24,294
	• Staff training	\$0.06	\$2,112	\$2,803
	• One-time increase to offset zero change in accommodation fees	\$0.69 (July 1, 2011)	\$16,251	\$24,200
Raw Food	• One-time increase to offset zero change in accommodate fees	\$0.13 (July 1, 2011)	\$3,062	\$4,559

We recently received our funding letter from the South East LHIN detailing the allocations for 2011-12 which ties the 3% increase for the NPC and PSS envelopes to the requirement that homes must "implement the Staffing Plan Guidelines when this guideline is released by the Ministry."

Our immediate concern is the fact that that there has been no information released to the long-term care sector regarding the staffing plan guidelines and our association, OANHSS, has

been informed by Ministry staff that the policy that will be attached to the L-SAA (our agreement with the LHIN) has yet to be finalized. As a result, we are put in the very difficult position of having to execute agreements to receive the new funding without any knowledge of the obligations we are assuming with respect to the guidelines. Failure to execute the agreement will result in the home not receiving the additional funding.

A separate report Council this month explains changes made to the PSW funding.

Water Testing Requirements

A change was made to the *Notice of Adverse Test Results and Other Problems* and the *Notice of Issue Resolution at Drinking Water Systems* forms that we submit to the Ministry of the Environment when we have an adverse test result and when it is resolved. There is now a block to indicate whether a Boil Water Advisory was issued or Seek Alternate Water rescinded. There is also an additional block to check indicating if there is other information attached which may include directions given by the Health Unit.

Recommendation

That Council of the County of Frontenac receive the *Fairmount Home – 2nd Quarter Activity Update* report for information only.

Organizations, Departments and Individuals Consulted and/or Affected

Residents
Staff
Family members
Ministry of Health & Long-Term Care
Ministry of the Environment