



Public Service Committee as Committee of Management for the Elliott

THE ELLIOTT COMMUNITY, 170 METCALFE STREET

January 26, 2015, 3:00 p.m.

Please turn off or place on non-audible all cell phones, PDAs, Blackberrys and pagers during the meeting.

DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

CONFIRMATION OF PROCEEDINGS FROM PREVIOUS COMMITTEE OF MANAGEMENT FOR THE ELLIOTT MEETINGS

a) None

COMMITTEE OF MANAGEMENT FOR THE ELLIOTT ORIENTATION

PRESENTATIONS		
	TOPIC	PRESENTER
1.	Welcome and introductions	Barbara Powell, General Manager of Community Engagement
2.	Organizational overview of The Elliott <ul style="list-style-type: none"> ▪ Retirement ▪ Life lease ▪ Long-term Care (LTC) (including design – 1 secure area + 3 non-secure areas) ▪ Bed count 	Randall Wilson, Chair of the Elliott
3.	Relationship of The Elliott to: <ul style="list-style-type: none"> ▪ Local Health Integration Network (LHIN) ▪ Community Care Access Centre (CCAC) Partnerships with other health care partners	Randall Wilson, Chair of the Elliott
4.	Relationship between City and The Elliott <ul style="list-style-type: none"> ▪ Delegation of Authority by-law ▪ Services agreement 	Donna Jaques, City Solicitor, City of Guelph

5.	Roles of: <ul style="list-style-type: none"> ▪ Board of Trustees ▪ Committee of Management 	Trevor Lee, CEO, The Elliott Community
6.	Inspection process & responsibilities to MOHLTC	Trevor Lee, CEO, The Elliott Community
7.	Funding model <ul style="list-style-type: none"> ▪ Classification system (MDS-RAI) ▪ Code values ▪ Case Mix Measure (CMM) ▪ Case Mix Index (CMI) 	Trevor Lee, CEO, The Elliott Community
8.	Legislation <ul style="list-style-type: none"> ▪ History ▪ Residents Bill of Rights 	Trevor Lee, CEO, The Elliott Community
9.	Long-Term Care Home Service Accountability Agreement (L-SAA)	Trevor Lee, CEO, The Elliott Community
10	Overview of reports (detailed review of content will be done as each is brought to CofM meetings)	Trevor Lee, CEO, The Elliott Community
11	Complaint protocol and confidentiality	Barbara Powell, General Manager of Community Engagement

ADJOURNMENT



Committee of Management Training Outline

The Elliott Long-Term Care Residence



Welcome and Introductions



Your training and orientation will be jointly facilitated by:

City of Guelph Representatives:

Donna Jaques, General Manager, Legal
Services, City Solicitor

Barbara Powell, General Manager,
Community Engagement and Social
Services Liaison

The Elliott Community Representatives:

Randall Wilson, Board Chair

Trevor Lee, Chief Executive Officer

What is The Elliott Community?

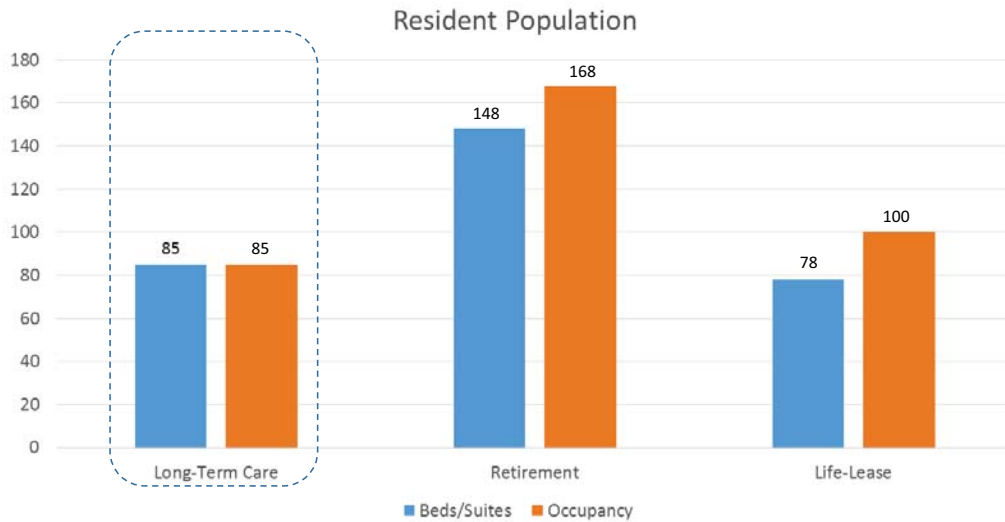


170 Metcalfe Street, Guelph, ON N1E 4Y3
www.elliottcommunity.org

What is The Elliott Community?

- Incorporated as The Elliott in 1907
- Registered as a Non-Profit Charitable Corporation
- Governed by a Volunteer Board of Trustees
- City's top 30 employers : 245 Non-Unionized Staff
- Local Board to the City
- Situated on 8-acres of City-owned lands
- Offering: 85 Long-Term Care Beds, 148 Assisted Retirement Suites, and 78 Independent Life-Lease Suites (Over 350 Residents)
- An example of a Campus of Care Model

What is The Elliott Community?



The Elliott Long-Term Care Residence

- Comprised of 4 Resident Home Areas:

Resident Home Area	Number of Beds	Location
Paisley	22 (non-secure)	2 nd Floor
Eramosa	26 (non-secure)	2 nd Floor
Fountain	11 (secure)	3 rd Floor
Wellington	26 (non-secure)	3 rd Floor

- Structurally Designed with 65 private and 20 semi-private beds



Community Engagement



- Governed by the Ontario Long-Term Care Homes Act, 2007
- Responsible to various levels of the Ministry of Health and Long-Term Care:
 - Waterloo Wellington Local Health Integration Network for funding
 - Provincial Compliance and Inspection Branch for complaints investigation and compliance inspection
 - Provincial Health Capital Investment Branch for any alteration to the long-term care bed allocations
- All admissions are managed and coordinated through the Waterloo Wellington Community Care Access Centre
- Other government responsibilities also exist



Relationship Between City of Guelph and The Elliott



- Long-Term Care is traditionally provided by:
 - Non-Profit:
 - Municipal Homes for the Aged – Municipally Owned and Operated
 - Charitable Homes for the Aged – Charitably Owned and Operated
 - For-Profit:
 - Nursing Homes
- On July 31, 2014, the MOHLTC granted the City the Approval to operate an 85-bed Long-Term Care Home
 - The Elliott Long-Term Care Residence – only relationship of its kind



Relationship Between City of Guelph and The Elliott



- City Established 2 By-Laws:
 - By-Law to establish and operate an 85-Bed Long Term Care Home
 - By-Law to Delegate the Authority to Operate to The Elliott Board of Trustees
- City and The Elliott Establish Services Agreement:
 - To specifically identify the responsibilities of both parties to the Agreement
- City Established Committee of Management:
 - To manage the responsibilities of both parties to the Services Agreement, respecting the City's obligation to operate the Long-Term Care Home
- City appoints individual Trustees to the Elliott's Board of Trustees.



Roles of Responsible Parties



- Committee of Management:
 - To oversee the delivery of long-term care for the 85 approved long-term care beds respecting the Ontario Long-Term Care Homes Act, and the established terms of the Services Agreement between the City and The Elliott
- Elliott Board of Trustees:
 - Specific to the operations of the 85 long-term care beds; maintain its obligations stated above in a transparent and accountable manner, and
 - Continue to operate the remainder of its organization (retirement and life-lease care and services)

- The Ministry of Health and Long-Term Care is working with long-term care home operators, residents and their advocates, as well as Local Health Integration Networks (LHINs) to ensure continued safety and quality of care for residents.
- Inspections include confidential interviews with residents, family members and staff, as well as direct observations of how care is being delivered. All inspections have been scheduled and will be completed by the end of January 2015.
- Resident Quality Inspections:
 - Status Update as of December 12, 2014 - 577 of 629 LTC Homes (92%)

- Sources of Revenue:

Description of Revenue Source	Per Diems	Percentage
Ministry of Health and Long-Term Care:		
• Nursing and Personal Care	\$90.71	53%
• Program and Support Services	\$9.05	
• Raw Food	\$7.87	
• Other Accommodation	\$53.12	
Resident Co-Payment based on:		
• Private Accommodation	-	28%
• Semi-Private Accommodation		
• Basic Accommodation		
Other Funding Source	-	18%



Ministry of Health and Long-Term Care



- Resident Assessment Instrument – Minimum Data (RAI-MDS)
 - Standardized assessment tool for admission, quarterly, significant change in health status and annual assessments for each resident
 - Determinant of the Ministry of Health and Long-Term Care Funding for all Long-Term Care Homes in Ontario
- Case Mix Measure (CMM) and Case Mix Index (CMI)
 - The CMM is the provincially adjusted standardized level of funding established for the sector (CMM = 1.0000, represents 100% of funding)
 - The CMI is a numeric measure of the average care requirements of residents in the long-term care home (CMI = 0.9483, represents 94.83% of CMM)



Resident Co-Payment



- Every Resident is required to pay a provincially regulated co-payment fee related to their care and services within a long-term care home

Type of Accommodation	Daily Rate	Monthly Rate
Private	\$80.18	\$2,438.81
Semi-Private	\$67.93	\$2,066.21
Basic	\$56.93	\$1,731.62

- There is provision for a rate reduction only for basic accommodation and subject to an application by the resident

Other Funding Source

- Varies by type of Long-Term Care Facility:
 - Non-Profit:
 - Municipal Homes for the Aged – funded by the Municipality
 - Charitable Homes for the Aged – funded by the affiliated Charitable Organization
 - For-Profit:
 - Nursing Homes – funded corporately through operations of larger homes and diversified operations (chains, higher facility populations, other factors)
- The Elliott Long-Term Care Residence:
 - Previously funded through operations of Retirement and Life-Lease Suites
 - Effective February 1, 2015, funded by the City

Governing Legislation

- Ontario's *Long-Term Care Homes Act, 2007* (LTCHA) came into force on July 1, 2010 replacing:
 - *The Nursing Homes Act,*
 - *The Homes for the Aged and Rest Homes Act, and*
 - *The Charitable Institutions Act.*
- The LTCHA is designed to:
 - Help ensure that residents of long-term care homes receive safe, consistent, high-quality, resident-centred care.
 - Create long-term care home environments where residents feel at home, are treated with respect, and have the supports and services they need for health and well-being.
 - Support collaboration/mutual respect among residents, their families/friends, long-term care home licensees, service providers, caregivers, volunteers, the community and governments.



Advocated through the Residents' Council and Family Council

Long-Term Care Service Accountability Agreement

- The Long-Term Care Service Accountability Agreement (L-SAA) governs the relationship between the:
 - Ministry of Health and Long-Term Care (MOHLTC), and
 - Licensed and 'Approved to Operate' Long-Term Care Homes in Ontario
- Nursing Homes and Charitable Homes for the Aged are Licensed.
- Municipal Homes for the Aged are Approved to Operate.
- The L-SAA is provincially developed and administered by each of the 14 Local Health Integration Networks (LHINs).

Reporting Requirements

- Within the L-SAA, there are several reports that are required with prescribed reporting deadlines:
 - Revenue / Occupancy Report – Annually
 - Long-Term Care Home Annual Reconciliation Report – Annually
 - Performance Report – Quarterly
 - French Language Services Report – Annually
 - Ontario Health Care Reporting Standards/Management Information Systems (LTCH *OHRs/MIS*). Trial Balance Submission – Semi-Annually
 - Compliance Declaration – Annually
 - RAI / MDS Submission – Quarterly
 - Staffing Report – Annually
 - Quality Improvement Plan (QIP) - Annually

Complaint Protocol and Confidentiality

- The Elliott Long Term Care Residence has an established Complaints Protocol
- Any Complaints received by the City of Guelph either directly or indirectly to the Committee of Management should be re-directed to the appropriate level of responsibility within The Elliott
- The Long-Term Care ACTION Line is open seven days a week, from 8:30 a.m. to 7:00 p.m., and can be reached toll-free at: 1-866-434-0144.

Questions ?

