
Licensing Inspection Report (Annual Inspection)

Facility: GRACE HAVEN ENTERPRISES LIMITED
Address: 9791 HIGHWAY 1 HWY.
PARADISE NS, B0S 1C0
Date(s) of Inspection: September 25, 2019

Requirements resulting from licensing inspection:

1. LTCPR 12.2.2.2.d
The licensee shall ensure aesthetic, functional and surface integrity of the following are maintained: exterior equipment, furniture and structures such as, but not limited to, tanks, fences, signage and transformers.
2. LTCPR 8.5.4
The licensee shall ensure medications are accounted for, administered and documented in accordance with federal and provincial legislation and professional practice standards.
3. LTCPR 8.5.10
The licensee shall ensure all residents have an individual Medication Administration Record (MAR) accompanied by a current resident photograph.
4. LTCPR 7.2.6
The licensee shall ensure minutes of resident council meetings are maintained and include resolution or action on identified concerns or issues. Minutes are available and easily accessible for viewing by residents.
5. LTCPR 12.1.3
The licensee shall ensure regularly scheduled environmental services audits are completed to ensure compliance with leading practices for environmental cleaning.
6. LTCPR 7.1.12
The licensee shall ensure required inspections of the home and equipment are completed and documentation is maintained to demonstrate compliance with requirements. These include, but are not limited to, manufacturer requirements,

safety requirements, sprinkler systems, water testing, fire alarms and fuel systems.

- 7.** HSCR 20A(1), LTCPR 9.1.2
The licensee shall ensure a labour disruption contingency plan, which may be included in the business continuity plan, is developed in consultation with service partners as appropriate.
- 8.** LTCPR 12.1.4 c
The licensee shall ensure the following processes are developed and followed: ensuring compliance with Workplace Hazardous Materials Information System (WHMIS) regulations. Current Material Safety Data Sheets for all applicable products used/stored in the home are maintained and are easily accessible to staff members.
- 9.** LTCPR 11.1.3
The licensee shall ensure a written human resources plan is developed and includes the anticipated human resources required to deliver consistent, quality services.
- 10.** LTCPR12.2.1.6
The licensee shall ensure furnishings selected for the home are made of materials that can be easily cleaned and disinfected.
- 11.** LTCPR 6.1.8
Additional Requirements for Residential Care Facilities - The licensee shall ensure collection of residents' current information, regarding functional abilities, risks, cognition, skin integrity, diet, oral health, pain and discomfort, falls, and recreation, is initiated upon admission to the home and completed within two weeks.
- 12.** LTCPR 8.2.1.g
The licensee shall ensure policies and procedures that minimize risk to residents, staff, volunteers, visitors and the home are developed and followed. These include but are not limited to: a safety alerts policy and procedures that includes information management, follow up actions and risk mitigation.
- 13.** LTCPR 9.2.3.a
The licensee shall ensure there is a documented Staff Call Back Plan that includes: current staff phone numbers, procedure for staff call back, priority for contacting staff and how long it will take staff to arrive on site.
- 14.** LTCPR 8.5.8
The licensee shall ensure signatures of staff who administer medications are verified annually, or as needed, when a paper based system is utilized.

- 15.** LTCPR 6.1.8
Additional Requirements for Residential Care Facilities - The licensee shall ensure collection of residents' current information, regarding functional abilities, risks, cognition, skin integrity, diet, oral health, pain and discomfort, falls, and recreation, is initiated upon admission to the home and completed within two weeks.
- 16.** LTCPR 8.4.12
The licensee shall ensure staff influenza immunization rates, in homes with greater than 5 employees, are posted in a public place and updated a minimum of twice per year on December 15th and on March 1st.
- 17.** LTCPR 6.3.2
The licensee shall ensure an interdisciplinary care conference, that includes the resident and/or authorized designate and the family members approved by the resident, is conducted within six weeks of admission to the home and annually thereafter, or more frequently as the resident's individual needs require.
- 18.** LTCPR 6.1.8
Additional Requirements for Residential Care Facilities - The licensee shall ensure collection of residents' current information, regarding functional abilities, risks, cognition, skin integrity, diet, oral health, pain and discomfort, falls, and recreation, is initiated upon admission to the home and completed within two weeks.
- 19.** LTCPR 6.6.3
The licensee shall ensure each resident has a daily mouth care plan that includes appropriate hygiene techniques and products to maintain oral cleanliness of natural teeth and/or dentures.
- 20.** LTCPR 6.5.21
Additional Requirements for Residential Care Facilities - The licensee shall ensure menus are reviewed, approved and dated by a registered dietitian at least once per year.
- 21.** LTCPR 11.1.2
The licensee shall ensure pre-employment Vulnerable Sector Checks are completed for staff members, students and volunteers at the time of hire and are maintained on file.
- 22.** LTCPR 12.1.8
The licensee shall ensure cleaning and disinfectant products and other chemicals used in environmental cleaning are not used after their expiration date.
- 23.** LTCPR 11.1.6
The licensee shall ensure the home provides a documented, timely orientation for all staff members, volunteers and contracted personnel. The orientation

provides the necessary information to support residents in a safe manner and improve their quality of life.

- 24.** LTCPR 6.1.8
Additional Requirements for Residential Care Facilities - The licensee shall ensure collection of residents' current information, regarding functional abilities, risks, cognition, skin integrity, diet, oral health, pain and discomfort, falls, and recreation, is initiated upon admission to the home and completed within two weeks.
- 25.** LTCPR 6.8.7
The licensee shall ensure there are procedures in place to direct staff in the event of an expected death or an unexpected death.
- 26.** LTCPR 8.2.3.b
The licensee shall ensure risk management processes that minimize risk to residents and staff are implemented. These include but are not limited to: a process to direct staff in the event of a missing resident.
- 27.** HSCR 18(4), RCW Minimum Training Standard
In every residential care facility other than a small option home, there shall be a staff member who is capable of providing necessary emergency care on duty in the home at all times. All RCW's are required to meet all Minimum Training Standards. These include: an annual refresher for Fire and Life Safety, Medication Awareness and Personal Care by acceptable trainers, First Aid and CPR refreshers according to the frequency established by certifying agencies and a Crisis Prevention (or equivalent relevant course) refresher as determined by the facility's administrator.