

Licensing Inspection Report (Annual Inspection)

Facility: PONT DU MARAIS BOARDING HOME LIMITED
Address: 1526 HIGHWAY 335 HWY.
LOWER WEST PUBNICO NS, B0W 2M0
Date(s) of Inspection: September 15, 2020

Requirements resulting from licensing inspection:

1. 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.
2. LTCPR 8.5.15
The licensee shall ensure discontinued and expired medications are disposed in a safe and appropriate manner.
3. LTCPR8.5.5.b
The licensee shall ensure there is a process in place for tracking narcotics.
4. 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.
5. HSCR 19(1)(d), 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.
6. LTCPR 9.2.1 a
The licensee shall ensure there is a documented All Hazards Plan which is reviewed a minimum of every three years and revised as necessary to ensure the plan is current. The All Hazards Plan shall address: emergency evacuation, emergency relocation, emergency expansion, emergency isolation, bomb threat/suspicious package, external air exclusion, chemical spill, violent person and facility access control.

- 7.** LTCPR 7.2.3
The licensee shall ensure resident council meetings are held monthly. Residents and/or authorized designates are notified of meetings in advance and are encouraged to participate.
- 8.** HSCR 27(6), LTCPR 9.2.8
The licensee shall ensure upon initial employment in a home and a minimum of annually thereafter, every staff member is instructed in and understands the contents of the All Hazards Plan, the Fire Safety Plan, the Business Continuity Plan and the Staff Call Back System Plan as applicable to their individual roles.
- 9.** HSCR 27(4), LTCPR 9.2.1.b
The licensee shall ensure the All Hazards Plan is exercised a minimum of once every three years. More frequent exercises shall be completed as required to ensure all staff members are knowledgeable. The Business Continuity Plan identified below may be incorporated as part of this exercise.
- 10.** 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.
- 11.** 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.
- 12.** 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.
- 13.** LTCPR 6.8.3, LTCPR 6.8.4
The licensee shall ensure upon admission, and as needed, there is evidence of discussion with residents and/or authorized designates about options for end of life care including options for the degree of medical intervention. Residents'/authorized designates' goals of care and choices are documented accordingly on the plan of care and/or personal directive, if completed, and are placed on the resident record and followed.
- 14.** LTCPR 11.1.8
The licensee shall ensure formalized performance management processes that evaluate staff members' performance annually, and more frequently as necessary, are in place.

- 15.** HSCR 38(5)(a)
The administrator of a home for special care licensed by the Minister of Health and Wellness may authorize a resident to store drugs locked in the resident's room if the resident's care plan or treatment plan contains a written clinical assessment authorizing the storage.
- 16.** HSCR 41(1), LTCPR 8.5.2
The licensee shall ensure prescription and non-prescription medications and treatments are administered only when ordered by authorized prescribers.
- 17.** LTCPR 8.5.5.a
The licensee shall ensure there is a process in place for reconciling medications upon admission, transfer and discharge.