

South West LHIN | RLISS du Sud-Ouest

January 5, 2021

Shannon Cox
Executive Director
Grey Gables Home for the Aged
206 Toronto Street South
Markdale ON, N0C 1H0

Dear Ms. Cox:

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London (Head Office) Stratford
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IFIS #: 287
Program #: H11129

Re: Funding to Support 20-bed Designated Responsive Behaviours Specialized Unit

The South West Local Health Integration Network (LHIN) is pleased to advise that \$962,147 in one time funding in 2020/21 and \$1,286,691 in one-time funding in 2021/22 will be provided to your Long-Term Care Home to support the operation of 20-bed designated Responsive Behaviours Specialized Unit (BSU) initiative. The F2020/21 funding consists of \$428,897 top-up operational funding and \$533,250 one-time start-up funding for the period between November 1, 2020 and March 31, 2021.

This funding allocation will form part of your budget and will amend the current Long-Term Care Home Service Accountability Agreement (L-SAA) as per clause 15.12 Amendment of Agreement and Appendix 1: South West LHIN Approved Allocation. Please review Appendix 1 which outlines the approved funding and sets out any additional conditions or qualifiers. To confirm agreement with the terms and conditions, please return one signed full copy to Jolene Sankey, Administrative Assistant, at the South West LHIN at swlhlinreporting@lhins.on.ca by **January 18, 2021**.

We anticipate that the electronic cash flow of the funding will commence in the scheduled **February 22, 2021 payment**.

We would like to take this opportunity to thank you and your staff for your efforts and hard work in helping to improve health care within the South West LHIN. If you have questions about this initiative, please contact Krista McMullen, Performance and Evaluation Advisor, at krista.mcmullen@lhins.on.ca.

Sincerely,



Hilary Anderson
Vice President, Corporate Services & Human Resources
Ontario Health West

Encl.

cc: Selwyn Hicks, Warden, Grey Gables Home for the Aged
Sandra Smith, Director, Performance and Evaluation, Ontario Health (West)



Appendix 1: South West LHIN Approved Allocation

Initiative/Project Title: Funding to Support 20-bed Designated Responsive Behaviours Specialized Unit

Health Service Provider Name: Corporation of the County of Grey

IFIS: 287 **TPBE:** Nursing Home - Not for Profit

Project Funding Source: In-Year Reallocation

Funding				
Fiscal Year	One-Time	Base-Fiscal	Base Annual	Total Fiscal Year
2020/21	\$962,147			\$962,147
2021/22	\$1,286,691			\$1,286,691
Note:				

Description of Initiative/Project:

- Funding to Support 20-bed Designated Responsive Behaviours Specialized Unit.

Key Deliverables:

- To Support the operation of 20-bed Designated Responsive Behaviours Specialized Unit between November 1, 2020 to March 31, 2022.

Performance Measurement:

- Please see attached Schedule A - Terms and Conditions for details.
- Please see attached Schedule C - Grey Gables SU Pilot Designation Letter for details.

Reporting Requirements:

- Please see attached Schedule B - Grey Gables SU_Reporting Template for details.
- The Health Service Provider (HSP) shall report pursuant to the terms of the SAA.

Conditions:

- The Initiative/Project will not increase risk to multi-year expense limits and annual balanced budget requirements.
- The HSP is required to maintain financial records for this allocation for year-end evaluations and settlement; unspent funds within the fiscal year may be subject to recovery.
- The HSP will ensure that any procurement goods and services through the use of these funds will follow The Broader Public Sector Procurement Directive ("Directive"). If the HSP is not mandated to adhere to the Directive, the HSP will have a procurement policy and apply consistent practices that are based on best practices to increase efficiency in procurement practices.

Please confirm agreement of this Notification of Funding Allocation by signing and returning a **full copy** to Jolene Sankey by **January 18, 2021**. E-mail: swlhinreporting@lhins.on.ca.

Shannon Cox		
Executive Director	Signature	Date

Schedule A

Terms and Conditions

1. The Funds may only be used for the purposes identified in the South West LHIN submission (herein referred to as “the Project”).
2. The South West Local Health Integration Network (South West LHIN) shall amend the Long-Term Care Service Accountability Agreement (L-SAA) with the Licensees as necessary so that it sets out the terms and conditions for the operation of the Project by the Licensee consistent with this approval letter and all applicable requirements under the Ministry-LHIN Accountability Agreement (MLAA), applicable law and any conditions relating to the temporary license for the Project.
3. The Project consists of funding for a South West LHIN funded 20-bed designated Responsive Behaviours Specialized Unit (SU) at Grey Gables in Markdale, and as such the LHIN will be responsible for providing all funding required for the Project in accordance with all applicable Funding Policies as defined in the MLAA, whether or not it exceeds the amount of the Funds.
4. The Funds must be used in the applicable fiscal year from which the applicable BIA funds were reallocated and cannot be reallocated between fiscal years.
5. Approval for the reallocation of the Funds expires on March 31, 2022.
6. The Funds in the amount of \$2,248,838 will be provided in the following allocations to support the Projects:

Funding Amount Approved for Reallocation	Funding Initiative	Funding Term
\$428,897	Top-up operational funding for the SU	November 1, 2020-March 31, 2021
\$533,250	One-time start-up funding	November 1, 2020 to March 31, 2021
\$1,286,691	Top-up operational funding for the SU	April 1, 2021 to March 31, 2022

7. The ministry may rescind this approval to reallocate the Funds upon 30 days written notice to the South West LHIN where the ministry has determined that:
 - i. the BIA beds are coming back into operation;
 - ii. the BIA beds close; or
 - iii. any term or condition of this approval is not met.
8. If the ministry rescinds this approval, the South West LHIN must immediately (at the end of the 30 day notice period) cease expenditure of the Funds for the Project and return all unspent Funds, and agree to any related necessary modifications of its MLAA as determined by the ministry.
9. If the South West LHIN wants to change the recipient of the Funds, the South West LHIN must obtain prior written approval of the ministry by providing the ministry with a business case for the change.

Schedule C - Designation of the Pilot Specialized Unit for Responsive Behaviours at Grey Gables

The Ministry of Long-Term Care (the “ministry”) has noted the positive resident outcomes to-date and recommendation from the South West Local Health Integration Network (the LHIN), to designate 20 long-stay beds at Grey Gables (the Home) as a Specialized Unit under the *Long-Term Care Homes Act, 2007* (the LTCHA). The licensee of the Home is the Corporation of the County of Grey (the “Licensee”).

Designation

For the purpose of subsection 39 (3) of the LTCHA and pursuant to subsection 198 (2) of Ontario Regulation 79/10 (the Regulation), I hereby designate 20 long-stay program beds in the Home as a pilot Specialized Unit **effective November 1, 2020 to March 31, 2022** to provide the accommodation, care, services, programs and goods outlined in the LHIN’s proposal. This unit will provide specialized care for residents with heightened responsive behaviours that are not able to be safely and effectively managed in other LTC home resident home areas.

This designation is subject to the terms and conditions set out as follows.

Terms and Conditions of the Designation

General

- i. The designation of 20 long-stay program beds in the Specialized Unit shall be effective **November 1, 2020 to March 31, 2022**.
- ii. The Specialized Unit shall provide specialized accommodation, care, services, programs and goods as described in the Proposal, to persons who are eligible for long-stay long-term care home admission as determined by the placement co-ordinator under the LTCHA and the Regulation and who meet the requirements to be placed on the waiting list for the Specialized Unit as set out in section 201 of the Regulation. The *Designation/Revocation of Specialized Units Policy* applies to this unit.
- iii. As of the effective date of this designation, admissions to the designated beds in the unit will begin as and when the long-stay beds that are currently occupied become vacant, until all 20 beds are functioning as the designated Specialized Unit.

Funding

- iv. Regular per diem levels for the designated beds will be maintained, subject to applicable agreements and ministry policies.
- v. The funding rules specified in applicable funding and financial management policies apply to the beds. These include, but are not limited to, all LTC home funding and financial management policies available on the ministry’s public website, as they may be amended from time to time.
- vi. The designated beds will be combined with all other licensed or approved long-stay beds in the Home for the purposes of calculating the Home’s LOC per diem funding pursuant to the *LTCH Level-of-Care Per Diem, Occupancy and Acuity-Adjustment Funding Policy*.
- vii. All use of the LHIN’s \$962,147 for 2021 and \$1,286,691 for 2022 budgeted for the SU must be reported in the audited Long-Term Care Homes (LTCH) Annual Report for a defined 12 month period in the form and manner set out in the *LTCH Reconciliation and Recovery Policy*, other applicable policies, the LTCH Annual Report Technical Instructions and Guidelines and these terms and conditions.
- viii. NPC and PSS expenditures in relation to the additional funding provided by the LHIN must be reported by the home on the annual report. The funding will be pro-rated based on the respective NPC and PSS expenditures.

- ix. All expenditures must comply with the *Eligible Expenditures for Long-Term Care Homes Policy*.
- x. All funding is subject to adjustment, as per the *LTCH Reconciliation and Recovery Policy*. Unused funds must be declared surplus and returned to the LHIN, as per the *LTCH Reconciliation and Recovery Policy*.
- xi. The LHIN may adjust or withhold funding for the specialized unit when the LHIN is of the opinion that the Licensee has failed to meet the objectives of the specialized unit, subject to applicable law and policy.
- xii. If the LHIN decides, pursuant to the preceding paragraph, to reduce, withhold or cancel funding for the beds in the specialized unit for any reason and at any time during the term of the designation, the LHIN must inform the Ministry of Long Term Care under the LTCHA of this decision at least six months before the reduction, withholding or cancellation.
- xiii. The LHIN will amend the Long-Term Care Home Service Accountability Agreement with the Licensee to reflect the funding, and the terms and conditions on the funding, for the designated beds.

Accountability and Evaluation

- xiv. The Home must submit a program evaluation report to the South West LHIN by December 31, 2021 which must include, but need not be limited to, all of the required system and resident outcome measures outlined in **Schedule B**.
- xv. The LHIN must inform the Ministry of Long Term Care at least three months before the end of the pilot period (that is, by December 31, 2021) as to whether an extension of the designation will be requested.
- xvi. As required under section 199 of the Regulation, the Licensee must operate the unit under an agreement between the LHIN and the Licensee that contains these terms and conditions.
- xvii. The Licensee must operate the unit in accordance with the “requirements under the LTCHA”, as that phrase is defined in section 2(1) of the LTCHA.

Pursuant to section 198(6) of the Regulation, the terms and conditions of the designation may be amended by the Ministry of Long Term Care at any time. Pursuant to section 206 of the Regulation, the Ministry of Long Term Care may revoke this designation, or revoke the designation of some of the beds in the specialized unit, in accordance with any terms and conditions the Ministry of Long Term Care may specify. The revocation may be made upon the recommendation of the LHIN or upon the Ministry of Long Term Care’s own initiative. Should demand for this specialized unit warrant a change to the effective period of the designation, the LHIN may request that the Ministry of Long Term Care amend the designation accordingly.

As required by subsection 198 (5) of the Regulation, I also hereby advise the South West Local Health Integration Network, as the designated placement co-ordinator for the Home, of the designation of the Specialized Unit for a period of sixteen months, from **November 1, 2020 to March 31, 2022**. The placement co-ordinator for the Home must keep a separate waiting list for the specialized unit, as set out in section 200 of the Regulation.

Determinations of eligibility for long-term care home admission, placement on the waiting list, prioritization on the waiting list and authorization of admission to the unit, must be made by the placement co-ordinator for the Home, as required by and in accordance with the LTCHA and Regulation. In particular, please note that the waiting list categories and ranking provisions set out in section 202 of the Regulation will apply.

Discharge:

The Home may only discharge a resident from the Specialized Unit if permitted or required by the Regulation.