

Resident and Family Centred Care
Advisory Group



MINUTES

Meeting Date:	October 23 ,2018	Meeting Time:	2:00
Chair:	Ken Rehman (Director of Resident Care)	Meeting Location:	4th Floor lounge
Recorder:	Joanna Johnson (RCM)	Next Meeting Date:	TBD
Attendees:	Roisin (PT), Sharon (Family-2), Winnie (Family-2), Elaine (family-2), Debbie (RCM), Lauren (Dietitian), Debbie (Chaplain), Violet (resident-2), Benita (Clinical RN-2), Norma (Resident-4), Ann (Clinical RN), Kathy (Resident Services)		
Regrets:			

1.0 Welcome and introductions

2.0 Meeting minutes from September 18, 2018 distributed

3.0 Business Arising

3.1 Kitchen Renovations – The project should be wrapping up within the next few weeks. The new ovens have been installed, and new smaller hot carts have also been delivered.

3.2 Equipment rental: Ken discussed that residents who require the use of Saint Vincent’s wheelchairs or walkers (as per Physiotherapist’s recommendation) will be charged a nominal fee for the maintenance and upkeep of the equipment. This has been taken to the Board of Directors for review. The Department of Health and Wellness will now fund equipment such as booties, wedges, swift sheets, specialized mattresses etc for the prevention of pressure injuries.

3.3 Over the Counter (OTC) medications: brief discussion regarding the medications being put in the pouches. There will be more information coming.

3.4 Crafty Cronies Craft Show: the sale was a success with great turnout. They made approx \$1100 in sales. The cronies are already starting on more crafts for the 2019 sale.

4.0 New Business

4.1 Strategic Plan: Ken discussed the process of developing the Strategic Plan. It went to the Board of Directors and they made a few recommendations, so they now have the final draft for approval.

Action	Ken will bring it to the next RFCC meeting for discussion
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4.2 Fall Fair: The fair will be on November 30th. There will be a bake sale, 50/50 tickets, a New to You area with all proceeds going to the Recreation Department for activities such as Lobster dinners. Due to limited space, donations will be accepted 1 week prior to the sale.

4.3 Cannabis Policies: There are three policies waiting to be finalized:

- 4.3.1 Medicinal use for Residents: it won't be able to be smoked or vaped, so will only be supplied in pill or oil form. It will be counted as a narcotic by the RNs/LPNs.
- 4.3.2 Recreational use for Residents: Residents will not be able to store the cannabis in their room for safety reasons. Family/visitors can bring it in, but they will have to take it with them when they leave. It will have to be in oil or pill form, as we are a smoke free facility. There was some ethical discussion regarding this is their home, and do we have a right to spot check rooms to see if the policy is being adhered to. Some apartment complexes have made the decision to be smoke free, so it could be treated like that.
- 4.3.3 Staff cannabis policy: Staff are not able to use cannabis prior to or during their shift, it cannot affect their ability to work. If it is medically necessary, then it will have to be looked at case by case.

Action	Once the policies have been approved then it will be brought to the next RFCC meeting.
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4.4 Point Click Care: We are moving towards electronic charting which will be more efficient, and improve communication between staff and departments. We are looking at two options 1) handheld devices for staff or 2) central kiosks. There are pros and cons to each method of delivery which will need to be reviewed. More details as they become available.

4.5 Family Council: There was some discussion regarding setting up a family council/support group. Discussion regarding having guidelines, as members didn't want it to become a negative experience, they wanted it to be a positive and safe place for family members to go.

Action	Ken and Debbie M to work with the family members to set something up.
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4.6 Pastoral Care: Father Cosgrove will be away from December to April, currently looking for a replacement. More information to come

4.7 Influenza immunization: Debbie C and Joanna are going to a Public Health Education session on October 24th. Lawton's will be coming in on Oct 31st and Nov 7th to give both residents and staff their influenza immunizations.

4.8 Solarium Furniture: Discussion for this year's Gift from the Heart fundraiser to buy different furniture for the solarium such as cart tables etc.

Respectfully Submitted,

Joanna Johnson