

To:	Chair Burley and Members of the Long Term Care Committee of Management
Committee Date:	January 4, 2018
Subject / Report No:	LTCR-CM-05-18
Title:	Declaration of Compliance
Prepared by:	Lynne Johnson, Director of Long Term Care
Reviewed by:	Kim Wingrove, Chief Administrative Officer
Lower Tier(s) Affected:	All Grey County
Status:	Recommendation adopted by Committee of Management as presented per Resolution CM16-18; Endorsed by County Council January 11, 2018 per Resolution CC14-18;

Recommendation

1. That report **LTCR-CM-05-18** regarding the **Declaration of Compliance** be received;
and
2. That the **Warden and Clerk** be authorized to sign and submit a **Declaration of Compliance for Grey Gables, Lee Manor and Rockwood Terrace to the South West Local Health Integration Network for the reporting period of January 1, 2017-December 31, 2017.**

Executive Summary

The Long-Term Care Service Accountability Agreement (L-SAA) is a legal document between the Local Health Integration Network and Grey County. It is updated every three years and posted on the Grey County web site.

A requirement of the L-SAA is that an annual Declaration of Compliance is signed and submitted to the Local Health Integration Network (LHIN).

Background and Discussion

The Declaration confirms that the provisions of the 2016-2019 L-SAA have been met during the reporting period and requires an annual authorization for signing rather than a blanket delegation by-law.

The reporting period the current declaration covers is January 1, 2017- December 31, 2017. Inquiries have been made of the Administrators of each home and Finance Department and all parties confirm that to the best of their knowledge and belief, all obligations under the L-SAA have been fulfilled during the reporting period.

Legal and Legislated Requirements

It is a requirement of the L-SAA that an annual Declaration of Compliance be submitted. To the best of our knowledge and belief, staff confirm that Grey Gables, Lee Manor and Rockwood Terrace have fulfilled all obligations under the L-SAA for the reporting period of January 1 – December 31, 2017.

At the time of writing this report, the 2017 document was not yet available from the LHIN therefore 2016 document is included with this report as a sample. This is a time sensitive process and must be signed and received by the LHIN by March 1, 2018.

Financial and Resource Implications

Failure to submit the Declaration of Compliance would breach the requirements of the Long-Term Care Service Accountability Agreement.

Relevant Consultation

Internal

- Administrators- Jennifer Cornell, Renate Cowan, Karen Kraus
- Finance Department- Mary Lou Spicer

External (list)

Appendices and Attachments

Sample- 2016 Declaration of Compliance

Schedule E – Form of Compliance Declaration

DECLARATION OF COMPLIANCE

Issued pursuant to the Long Term Care Service Accountability Agreement

To: **The Board of Directors** of the South West Local Health Integration Network (the "LHIN"). Attn: Board Chair.

From: **The Board of Directors** (the "Board") of the [insert name of License Holder] (the "HSP")

For: [insert name of Home] (the "Home")

Date: [insert date]

Re: January 1, 2016 – December 31, 2016 (the "Applicable Period")

The Board has authorized me, by resolution dated [insert date], to declare to you as follows:

After making inquiry of [insert name and position of person responsible for managing the Home] (by title, e.g., the Chief Executive Officer or the Executive Director) and other appropriate officers of the HSP and subject to any exceptions identified on Appendix 1 to this Declaration of Compliance, to the best of the Board's knowledge and belief, the HSP has fulfilled, its obligations under the long-term care service accountability agreement (the "Agreement") in effect during the Applicable Period.

Without limiting the generality of the foregoing, the HSP confirms that

- (i) it has complied with the provisions of the *Local Health System Integration Act, 2006* and with any compensation restraint legislation which applies to the HSP; and
- (ii) every Report submitted by the HSP is accurate in all respects and in full compliance with the terms of the Agreement;

Unless otherwise defined in this declaration, capitalized terms have the same meaning as set out in the Agreement between the LHIN and the HSP effective April 1, 2016.

[insert name of individual authorized by the Board to make the Declaration on the Board's behalf],
[insert title]

Schedule E – Form of Compliance Declaration Cont'd.

Appendix 1 - Exceptions

Please identify each obligation under the LSAA that the HSP did not meet during the Applicable Period, together with an explanation as to why the obligation was not met and an estimated date by which the HSP expects to be in compliance.

[[insert here]]

SAMPLE