

To:	Chair Burley and Members of the Committee of Management
Committee Date:	May 23, 2018
Subject / Report No:	LTCR-CM-19-18
Title:	Special Project- Staff Secondment
Prepared by:	Jennifer Cornell, Administrator
Reviewed by:	Lynne Johnson, Director of Long Term Care
Lower Tier(s) Affected:	All Grey County
Status:	

Recommendation

1. That report LTCR-CM-19-18 regarding special project staff secondment be received for information.

Executive Summary

A dedicated skilled workforce is required to operate a long term care home. Recruitment and retention is an increasing challenge with the retirement of the baby boomers, increased complexity of residents, increased public scrutiny across the sector and decrease in the number of people entering the sector.

In a 24 x 7 operation, part-time employees are essential. To improve our ability to recruit and retain a dedicated workforce a purposeful, focused approach is necessary.

Background and Discussion

Work is underway provincially to address systemic human resource challenges however there is an immediate need to address the issue locally. With the smallest pool of staff, the challenges at Grey Gables are at a more critical level.

A meeting was held at Grey Gables that included union representation, staff from the home, corporate staff and the Warden. The meeting provided an opportunity to discuss concerns and look for solutions. All parties agreed there was a need to address the recruitment and retention of new employees, look at the call in procedure and support staff wellness.

With summer fast approaching, a four (4) month secondment was authorized by the Director to provide sufficient resources to review our hiring practices and:

- Develop an orientation “colour it team”
- Develop, implement, analyze a staff engagement survey
- Over-see ongoing engagement with staff, fostering involvement, resident choice and autonomy
- Evaluate the outcome of the various initiatives

Implicit in this project is the responsibility for managing and participating in the recruitment and onboarding of all new staff to the Nursing Team, with a focus on retention, and on the provision of quality, Colour It care for our residents.

Legal and Legislated Requirements

The Long Term Care Homes Act, 2007, S.O. 2007, c. 8 O. Reg. 79/10, section 31. (1) to (4): requires the following for Nursing and Personal Support Services; Every licensee of a long term care home shall ensure that there is a written staffing plan for the nursing services program and the personal support services program. The Staffing Plan must provide for a staffing mix that is consistent with the residents’ assessed care and safety needs and that meets the requirements set out in the Act and this Regulation; set out the organization and scheduling of staff shifts; promote continuity of care by minimizing the number of different staff members who provide nursing and personal support services to each resident; include a back-up plan for nursing and personal care staffing that addresses situations when staff, including the staff who must provide nursing coverage required under subsection 8(3) of the Act, cannot come to work; and be evaluated and updated at least annually in accordance with evidence based practices and, if there are none, in accordance with prevailing practices. The Licensee shall keep a written record relating to each evaluation.

Financial and Resource Implications

This special project will work within a budget of \$ 35,000 to cover wages, benefits and program expenses. It will be funded through any surplus realized within the 2018 Grey Gables operating budget, and if insufficient, the shortfall in funding will be funded from the Grey Gables Operations Reserve.

An overview of the outcome and any recommendations will be provided at a future meeting.

Relevant Consultation

- Internal Director of Long Term Care
- External (list)

Appendices and Attachments