
Licensing Inspection Report (Annual Inspection)

Facility: ELK COURT CONTINUING CARE RESIDENCE

Address: 91 CARTER RD.
BROOKFIELD NS, B0N 1C0

Date(s) of Inspection: January 3, 2020

Requirements resulting from licensing inspection:

1. LTCPR 9.2.4.a
The licensee shall ensure there is a documented Fire Safety Plan, in accordance with the National Fire Code, that is reviewed a minimum of annually and revised as necessary to ensure the plan is current.
2. HSCR 27(7), LTCPR 9.2.4.b
The licensee shall ensure fire drills are conducted a minimum of monthly in accordance with direction from the Office of the Fire Marshal.
3. 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.
4. LTCPR 8.5.4
The licensee shall ensure medications are accounted for, administered and documented in accordance with federal and provincial legislation and professional practice standards.
5. 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.

- 6.** LTCPR 9.2.2 a
The licensee shall ensure there is a documented Business Continuity Plan that addresses the operational recovery and continuity of services in the face of a disaster, labour disruption or other major outage. The Business Continuity Plan includes the following: hazard, vulnerability and risk assessment, mission critical activities, recovery strategies, loss of electrical power, water, heat, ventilation and waste water services, loss of information technology (computer / telephone / fax) priorities, geographic footprint and pandemic situation (pandemic planning is undertaken and completed in accordance with direction received from the Department of Health and Wellness.)
- 7.** HSCR 27(9), LTCPR 9.2.11
The licensee shall ensure a list of emergency and non-emergency names, phone numbers and addresses is posted in an accessible place near a telephone in each home. The list should state, "In the event of an emergency, dial 911" and shall include the local fire department, police department, Emergency Management Office, ambulance services and physicians.
- 8.** LTCPR 8.5.8
The licensee shall ensure signatures of staff who administer medications are verified annually, or as needed, when a paper-based system is utilized.