
Licensing Inspection Report (Annual Inspection)

Facility: THE ELMS RESTHOME
Address: 705 MAIN ST.
WOLFWILLE NS, B4P 1E9
Date(s) of Inspection: July 8, 2021

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(10)(a), LTCPR 9.2.8
The licensee shall ensure upon initial employment in a home and a minimum of annually thereafter, every staff member is instructed in and understands the contents of the All Hazards Plan, the Fire Safety Plan, the Business Continuity Plan and the Staff Call Back System Plan as applicable to their individual roles. The administrator of a home for special care is responsible for training staff and residents on emergency plan procedures and conducting emergency drills with staff and residents.
3. HSCR 18(4), RCW Minimum Training Standard
In every residential care facility other than a small option home, there shall be a staff member who is capable of providing necessary emergency care on duty in the home at all times. All RCW's are required to meet all Minimum Training Standards. These include: an annual refresher for Fire and Life Safety, Medication Awareness and Personal Care by acceptable trainers, First Aid and CPR refreshers according to the frequency established by certifying agencies and a Crisis Prevention (or equivalent relevant course) refresher as determined by the facility's administrator.
4. LTCPR 7.1.7
The licensee shall ensure the home's policies are reviewed a minimum of every three years, or more frequently as required to ensure they are current, and they are revised as needed.

- 5.** LTCPR 11.1.5
The licensee shall ensure there is a current job description for each position which is reviewed a minimum of every four years and clearly defines the role, responsibilities and scope of the position. A copy of the current job description is provided to staff members.
- 6.** LTCPR 6.5.11
The licensee shall ensure relevant staff members are educated on safe food practices in accordance with current legislation.
- 7.** LTCPR 12.2.2.2.a
The licensee shall ensure aesthetic, functional and surface integrity of the following are maintained: hard surfaced areas such as, but not limited to, smooth, level walkways.
- 8.** LTCPR 6.5.2.c
The licensee shall ensure the following processes are developed and followed: labeling of food in refrigerators and discarding of expired food.
- 9.** 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.
- 10.** HSCR 31, LTCPR 12.2.2.2.f
The licensee shall ensure aesthetic, functional and surface integrity of the following are maintained: all furnishings, equipment, exposed mechanical and electrical systems and components such as, but not limited to, fixtures, trim, devices, enclosures and fabrics.
- 11.** LTCPR 8.1.4
The licensee shall ensure resident and family satisfaction surveys are conducted a minimum of annually.
- 12.** LTCPR 9.2.2 c
The licensee shall ensure the Business Continuity Plan is reviewed a minimum of annually and revised as necessary to ensure it is current.
- 13.** LTCPR 8.5.15
The licensee shall ensure discontinued and expired medications are disposed in a safe and appropriate manner.