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**Licensing Inspection Report ( Annual Inspection )**

Facility: MAPLE HILL MANOR SOCIETY  
Address: 700 KING ST.  
NEW WATERFORD NS, B1H 3Z5  
Date(s) of Inspection: August 16, 2023

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**Requirements resulting from licensing inspection:**

1. LTCPR 11.3.4  
The licensee shall ensure maintenance of annual attendance records for individual staff participation in education sessions, including the date of the sessions.
2. LTCPR 7.2.3  
The licensee shall ensure resident council meetings are held monthly. Residents and/or authorized designates are notified of meetings in advance and are encouraged to participate.
3. LTCPR 9.2.10  
The licensee shall ensure a written record for fire drills and exercises outlined above, that includes the date, time, location, staff attendance, response times, outcomes, areas for improvement, remedial actions and debriefing, is maintained by the licensee.
4. HSCR 38(2), LTCPR 8.5.3  
The licensee shall ensure medications are stored in a secure and appropriate manner, accessible only to persons authorized to administer medications.
5. 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.
6. LTCPR 12.1.8  
The licensee shall ensure cleaning and disinfectant products and other chemicals used in environmental cleaning are not used after their expiration date.
7. LTCPR 8.5.10  
The licensee shall ensure all residents have an individual Medication Administration Record (MAR) accompanied by a current resident photograph.

**Outstanding requirements from previous inspection(s):**

1. Date of inspection: November 16, 2022 and August 16, 2023  
LTCPR 6.3.6  
The licensee shall ensure staff members document timely, clear, objective and complete information on the resident record.