

---

**Licensing Inspection Report ( Annual Inspection )**

Facility: MELVILLE LODGE  
Address: 50 SHOREHAM LANE  
HALIFAX NS, B3P 2R3  
Date(s) of Inspection: January 27 & 28, 2021

---

**Requirements resulting from licensing inspection:**

1. LTCPR 12.1.4 c  
The licensee shall ensure the following processes are developed and followed: ensuring compliance with Workplace Hazardous Materials Information System (WHMIS) regulations. Current Material Safety Data Sheets for all applicable products used/stored in the home are maintained and are easily accessible to staff members.
2. 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.
3. 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.
4. 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.
5. LTCPR 8.5.15  
The licensee shall ensure discontinued and expired medications are disposed in a safe and appropriate manner.

- 6.** HSCR 24(2)  
No person shall disclose a record or any part of a record relating to a resident or any information contained therein except in the course of his duty or when required by law.
- 7.** LTCPR 6.3.2  
The licensee shall ensure an interdisciplinary care conference, that includes the resident and/or authorized designate and the family members approved by the resident, is conducted within six weeks of admission to the home and annually thereafter, or more frequently as the resident's individual needs require.
- 8.** HSCR 27(11), LTCPR 9.2.4.g  
No person shall be maintained in a home for special care or any part thereof that is not approved by a Fire Marshal with respect to fire safety.
- 9.** LTCPR 8.2.1.j  
The licensee shall ensure policies and procedures that minimize risk to residents, staff, volunteers, visitors and the home are developed and followed. These include but are not limited to: a wound management policy that aligns with these program requirements and the Department of Health and Wellness' Wound Management Policy for Nursing Homes and Residential Care Facilities.
- 10.** LTCPR 12.1.6  
The licensee shall ensure hazardous products that may be harmful to residents are secured at all times and are not accessible to residents. They are stored and disposed of in accordance with established safety practices/manufacturers' recommendations.