
Licensing Inspection Report (Annual Inspection)

Facility: VICTORIA PARK GUEST HOUSE

Address: 350 KING ST.
WINDSOR NS, B0N 2T0

Date(s) of Inspection: August 13, 2024

Requirements resulting from licensing inspection:

1. 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.
2. HSCR 20B, LTCPR 7.4.3
The licensee shall ensure management and staff meetings are held a minimum of quarterly.
3. LTCPR 8.1.4
The licensee shall ensure resident and family satisfaction surveys are conducted a minimum of annually.
4. 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.
5. LTCPR 8.4.12
The licensee shall ensure staff influenza immunization rates, in homes with greater than 5 employees, are posted in a public place and updated a minimum of twice per year on December 15th and on March 1st.
6. HSCR 27(4), 9.2.3.c
The licensee shall ensure the Staff Call Back Plan is activated a minimum of once per year to determine the ability of staff members to respond in emergency situations.

7. 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.
8. LTCPR 6.5.2.e
The licensee shall ensure the following processes are developed and followed: documenting and monitoring residents' weights.
9. 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.
10. 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.
11. 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.

Outstanding requirements from previous inspection(s):

1. Date of inspection: June 24, 2024 and August 13, 2024
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.
2. Date of inspection: August 17, 2022; August 2, 2023; December 13, 2023; March 12, 2024; June 24, 2024 and August 13, 2024
LTCPR 6.1.8
Additional Requirements for Residential Care Facilities - The licensee shall ensure collection of residents' current information, regarding functional abilities, risks, cognition, diet, oral health, pain and discomfort, falls, and recreation, is initiated upon admission to the home and completed within two weeks.