
HALDIMAND COUNTY

Report GVL-04-2020 Infection Prevention and Control – Personnel and Training One-Time Funding 2020-2021

For Consideration by Council in Committee on December 8, 2020



OBJECTIVE:

To inform Council of a one-time funding opportunity from the Ministry of Long Term Care, as administered by the Local Health Integration Network, and to provide details regarding adjustments to the budget and eligible expenditures associated with this COVID19 project at Grandview Lodge.

RECOMMENDATIONS:

1. THAT Report GVL-04-2020 Infection Prevention and control – Personnel and Training One-Time Funding 2020-2021, be received;
2. AND THAT the project as outlined in Report GVL-04-2020, including use of funding, to the maximum of \$48,380, provided by the Ministry of Long Term Care, be supported;
3. AND THAT the 2020 Revised Budget as outlined in GVL-04-2020 be approved;
4. AND THAT the 2021 Tax Supported Operating Budget include a one-time Council Approved initiative to add .27 FTE at an estimated cost of \$42,880, with offset funding of \$42,880, as outlined in Report GVL-04-2020.

Prepared by: Jennifer Jacob

Respectfully submitted: Cathy Case, General Manager of Corporate & Social Services

Approved: Craig Manley, MCIP, RPP, Chief Administrative Officer

EXECUTIVE SUMMARY:

The Ministry of Long Term Care has announced one-time funding specific to long term care homes to assist with the education and resources associated with infection prevention and control. Funding announced for Grandview Lodge is being provided for the purpose of hiring dedicated staff and coordinating training, to a combined maximum of \$48,380. Staff are prepared to move forward with this initiative and anticipate the available funding to cover any planned or unplanned expenditures associated with this project, with no anticipated impact on the 2020 or 2021 tax levy. As with any recruitment, there are always employment-related risks. These risks are outlined in the report as well as the required budget amendments to formalize the agreement.

BACKGROUND:

On November 17, 2020 staff was advised that Haldimand County (Grandview Lodge) is eligible to receive up to \$32,500 one-time funding in 2020-2021 to support the hiring of infection prevention and control (IPAC) personnel in a long term care setting. An additional \$15,880 is eligible for related training

and support of long term care home staff. The funding is part of the Ministry of Long Term Care's response to supporting the long term care sector during the COVID19 pandemic.

The addition of the IPAC dedicated position will alleviate the added workload on the current supervisory positions and allow those positions to focus on tasks and duties that have been deferred due to the prioritization of IPAC requirements, policies and protocols mandated by the Ministry of Health and Public Health agencies. With a sole focus to these mandates, the IPAC position will ensure a complete and comprehensive response to meet the ever-changing demands in managing the pandemic. While this position has been funded by the province out of a need identified through the inquiry into the LTC sector's management of the pandemic, we are confident that the training and education, auditing processes and best practice guideline-based policies implemented through this position will serve our staff and home beyond the term of the funding. IPAC practices are often universal and can be applied when managing various forms of infectious agents, therefore the program established through this position will be retained by Grandview Lodge for future use.

A number of parameters, terms and conditions were included in the advisement and appear in Attachment #1. This includes the requirement of Haldimand County to maintain financial records of this allocation and that any unspent funds are subject to recovery. The funds must be utilized by March 31, 2021.

In the interest of time, staff have indicated acceptance of this funding through delegated authority, have accepted the terms and conditions and have moved forward in recruiting a qualified, temporary staff member to meet the desired goals/outcomes of this program. This report is requesting approval of the expenditure and 100% offsetting funding to be reflected in the 2021 Tax Supported Operating Budget.

ANALYSIS:

Funding provided is for the specific purpose of supporting Infection Prevention and Control (IPAC) principles and development. Specifically, to:

- Share, advise and educate staff, residents, families, administration and related committees with the knowledge, expertise and function of IPAC;
- Integrate surveillance (and/or testing) in the home;
- Develop/implement policies and procedures based on best practices and requirements;
- Develop/review the effectiveness of the IPAC program in the home;
- Communicating and providing resources / supports; and
- Participating in local IPAC community of practice and/or IPAC hub

While funding may be applied against incurred costs from April 1, 2020 onward, staff are unaware of any expenses to date that would meet the criteria. Rather, staff propose immediately hiring a dedicated, qualified staff member for the duration of the funding period (to March 31, 2021) to prepare, coordinate and implement the goals and objectives of this program.

It is important that this temporary employee be a subject matter expert in the field of infection control and familiar with the principles of IPAC. Staff are confident that a qualified and interested individual will be successfully recruited and are currently in the process of finalizing.

FINANCIAL/LEGAL IMPLICATIONS:

The 2020 Tax Supported Operating budget did not contemplate this type of need or related staffing. However, it is anticipated that the full expense associated with this employment opportunity will be eligible for funding through the subject program, as follows:

	2020 Approved Budget	Proposed 2020 Revised Budget
Expenditures:		
Salaries and Benefits	\$0	\$5,500
Total Expenditures	\$0	\$5,500
Revenues:		
MOLTC Infection Prevention and Control Grant	\$0	\$5,500
Total Revenues	\$0	\$5,500
Net Levy	\$0	\$0

While there is no anticipated impact on the 2020 or 2021 tax levy for this initiative, approval of this proposal will require a budget amendment for the 2020 budget to reflect the month of December, as outlined above. It is also important to note that this is based on the assumption that the County will be successful in meeting all criteria and that funds are actually received. At this time, staff have received written confirmation of the funding level (Attachment #1) and do not foresee any obstacles to receiving the allocated amount. Just as important to note is that, along with any hire, there are certain employment-related liabilities that should be considered. For example, with any employment relationship, there is a small risk of occupational injury resulting in a WSIB claim and/or other unforeseen legal actions.

As this program ends in March 2021, the 2021 carry forward amount of \$42,880 will be included as a Council-approved one-time initiative to add .27 FTE in the 2021 Tax Supported Operating Budget. It should also be noted that any grant funding not utilized will be subject to recovery by the Ministry of Long-Term Care.

Staff do not anticipate additional capital, operating or training costs other than those outlined in this report; however, should that become necessary to meet the goals of this project, it will be handled in accordance with normal financial reporting processes.

STAKEHOLDER IMPACTS:

Human Resources will assist with the recruitment and tracking of this position. Finance will also be required to assist with final reporting and submissions.

REPORT IMPACTS:

Agreement: Yes

By-law: No

Budget Amendment: Yes

Policy: No

ATTACHMENTS:

1. Infection Prevention and Control - Personnel and Training One-Time Funding 2020-2021