

Hamilton Niagara Haldimand Brant **LHIN** | **RLISS** de Hamilton Niagara Haldimand Brant

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November 17, 2020

Ms. Jennifer Jacob
Administrator
Grandview Lodge / Dunnville
657 Lock Street West
Dunnville ON N1A 1V9

Dear Ms. Jacob:

Re: Infection Prevention and Control Personnel and Training One-Time Funding 2020-21

The Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network (LHIN) is pleased to advise The Corporation of Haldimand County for Grandview Lodge Long Term Care Facility in respect of Grandview Lodge / Dunnville (Grandview Lodge / Dunnville) that it will receive up to an additional \$32,500 one-time funding in 2020-21 to support the hiring of infection prevention and control (IPAC) personnel across the long-term care sector and up to \$15,880 in 2020-21 for training to support staff in enhancing their understanding of, and skills related to IPAC practices and protocols. Details of the funding, including applicable terms and conditions are set out in Schedule A.

This funding is part of the ministry's response to provide timely and effective support to the LTC sector, while helping to stabilize homes amidst the evolving challenges of the COVID-19 outbreak. It includes \$20 million to support the hiring of new IPAC personnel to increase IPAC capacity in the LTC sector, and \$9,775,400 to provide training and education for new and existing staff to ensure they are equipped with the latest information on IPAC practices and procedures.

In accordance with the *Local Health System Integration Act, 2006* the LHIN hereby gives notice that, subject to Grandview Lodge / Dunnville's agreement, it proposes to amend the Long-term Care Service Accountability Agreement (LSAA) between the HNHB LHIN and Grandview Lodge / Dunnville to reflect the additional funding and conditions with effect as of the date of this letter.

Please be advised that if your agency is fulfilling a sponsoring or lead agency role, you are accountable to the LHIN for the deliverables, funding and reporting. This approval is conditional on organizations submitting financial and performance reports to the LHIN on a prescribed schedule as described in the attached Schedule A.

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Grandview Lodge / Dunnville is required to maintain financial records for this allocation. Unspent funds, and funds not used for the intended and approved purposes, are subject to recovery.

It is also essential that you manage costs within your approved budget.

Please indicate Grandview Lodge / Dunnville's acceptance of the Funding, the Terms and Conditions on which it is provided, and the Grandview Lodge / Dunnville's agreement to the amendment of the LSAA by signing below and returning one scanned copy of this letter by e-mail no later than the end of business day on November 23, 2020 to hnhb.submissions@lhins.on.ca. Please return the original signed letter to the attention of Shannon Lawrence, Advisor Funding, HNHB LHIN, 211 Pritchard Rd., Unit 1, Hamilton ON, L8J 0G5 at your earliest convenience.

The HSP and the LHIN agree that the HSP's acceptance of the Funding as set out in this letter shall be by electronic signatures.

Should you have any questions regarding the information provided in the letter, please contact Kiran Kumar Interim Director – Health System Performance, Accountability & Funding at Kiran.kumar@lhins.on.ca.

Thank you for your continued service and dedication in support of our government's commitment to transform long-term care in Ontario, particularly during this unprecedented time as we work together to implement enhanced measures to stop the spread of COVID-19 in long-term care homes.

Sincerely,



Cindy Ward
VP Resource Stewardship & CFO
Ontario Health (West)

Att: Schedule A

c: Ken Hewitt, Mayor, Haldimand County
Evelyn Eichenbaum, Clerk, Haldimand County
Kiran Kumar, Interim Director – Health System Performance, Accountability & Funding, Ontario Health (West)
Lesley Hirst, Regional Palliative Care Network Director, Transition & Project Management, Ontario Health (West)

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Ms. Jennifer Jacob

I agree to the terms and conditions in this letter dated November 17, 2020 regarding Infection Prevention and Control Personnel and Training One-Time Funding 2020-21.

AGREED TO AND ACCEPTED BY

The Corporation of Haldimand County for Grandview Lodge Long Term Care Facility in respect of Grandview Lodge / Dunnville

By:

Cathy Case
General Manager,
Corporate & Social Services
Haldimand County

C Case
Signature

Nov 20/2020
Date

I have authority to bind The Corporation of Haldimand County for Grandview Lodge Long Term Care Facility in respect of Grandview Lodge / Dunnville.

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Schedule A
Infection Prevention and Control (IPAC) Personnel and Training

1. 2020-21 One-time Funding Details:

IPAC Personnel and Training Funding			
Name of LTCH	Supported for 2021 Funding Year		Total 2020-21 One-Time Funding
	IPAC Staffing	IPAC Training	
Grandview Lodge / Dunnville	\$32,500	\$15,880	\$48,380

2. Terms and Conditions of Funding

Grandview Lodge / Dunnville acknowledges and agrees that:

- (i) The funding is provided pursuant to the terms and conditions of the Long-Term Care Home Service Accountability Agreement (LSAA). To the extent that there are any conflicts between what is in the LSAA and is added to the LSAA by this letter, the terms and conditions in this letter, including Schedule A, will govern. All other terms and conditions in the LSAA will remain the same;
- (ii) It will use the funding for the specific purpose of supporting the delivery of this initiative. Funding will not be diverted for any other purpose, including to fund increases in employee compensation;
- (iii) Funding may be applied against incurred costs from April 1st, 2020 onwards subject to meeting the criteria outlined below.
- (iv) It will maintain financial records for the funding;
- (v) Funding not spent by March 31st, 2021 and funding used for purposes not authorized by these terms and conditions are subject to recovery by the LHIN;
- (vi) The LHIN reserves the right to reallocate funding to other agencies to achieve the most effective use of the funding in meeting the LHIN's priorities;

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- (vii) Funding will be subject to recovery if performance deliverables are not achieved; and
- (viii) Reporting of Funding & Activity:
 - a. Maintain records on the use of the funding and the achievement of the deliverables. Include all revenue and expenses and statistical information for this initiative with quarterly reporting;
 - b. Provide a year-end report to the LHIN by April 30th, 2021 per the attached template. Please submit the report to hnhb.reporting@lhins.on.ca clearly indicating in the subject box the content of the email. For example "**Long term care home name** - Infection Prevention and Control Personnel and Training 2020-21 Year-end report"

3. Expenditure Criteria for IPAC Personnel and Training

Responsibilities for the new IPAC personnel must include:

- Sharing and disseminating IPAC knowledge and expertise with home staff.
- Integrating surveillance (and/or testing) findings into formal plans for IPAC in the LTC home.
- Developing and implementing IPAC policies and procedures based on currently accepted best practices and legislative and/or program requirements.
- Providing knowledge and advice regarding the value and role of the IPAC function.
- Supporting residents/families, administration, committees/communities of practice in IPAC practices and knowledge.
- Participating in development/review of occupational health policies and procedures related to IPAC.
- Developing and reviewing the effectiveness of the IPAC program in the LTC home.
- Communicating and providing resources and other supports needed to ensure appropriate practices are followed.
- Participating in local IPAC Community of Practice and/or IPAC Hub.

Infection prevention and control training and education must focus on:

- Basic, intermediate and advanced principles and practices in IPAC;
- Outbreak prevention and management;
- Appropriate use of personal protective equipment;
- Respiratory hygiene; and
- Hand hygiene.

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AGREED TO AND ACCEPTED BY

The Corporation of Haldimand County for Grandview Lodge Long Term Care Facility in respect of Grandview Lodge / Dunnville

By:

Cathy Case

General Manager,
Corporate & Social Services
Haldimand County

Signature

Date

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