



Administrative Report

Office of the Administrator, Sun Parlor Home

To: Warden McNamara and Members of Essex County Council

From: Jayne Brooks-Keller
Administrator, Sun Parlor Home

Date: Wednesday, March 16, 2022

Subject: Long-term Care Service Accountability Agreement Extension (LSAA)

Report #: 2022-0306-SPH-R02-JBK

Purpose

To provide County Council information and recommendations regarding acceptance of an offer to extend the existing Service Accountability Agreement for the Sun Parlor Home with Ontario Health West for the period March 31, 2022 to March 31, 2023. Further, to authorize the execution of the Declaration of Compliance under the Service Agreement and the High Intensity Funding Attestation.

Background

The Long-term care Service Accountability Agreement (LSAA) is now the legislative responsibility of Ontario Health under the Connecting Care Act, 2019. Ontario Health West is required to notify the Sun Parlor Home when it proposes to amend the service accountability agreement.

Discussion

Ontario Health West has provided notification (Appendix 1) that they wish to extend the existing LSAA.

The terms and conditions of the existing Agreement will continue for the extended term of the Agreement until March 31, 2023.

All other terms and conditions remain in effect until such time as may be agreed to in writing by Ontario Health West and the County of Essex-Sun Parlor Home.

The LSAA requires the completion of a Declaration of Compliance on an annual basis. To date, that Schedule has not been received for the period January 1, 2021 to December 31, 2022, however, it is anticipated that the format will be similar Schedule E from prior years, attached as Appendix 2.

The High Intensity Needs Funding (HINF) is a claim-based funding program that supports Long Term Care residents with acute or intensive care needs.

As part of the Ministry's continued review and improvement of the HINF program and claim submission process, new attestation requirements to support the administration and accountability of HINF funding has been added. (Appendix 3) The new attestation requirement purpose is to provide additional assurance that the funding provided through HINF program is utilized for its intended purposes.

Financial Implications

There are no changes to the provision of funding to the Home, as set out in the original terms and conditions of the LSAA.

There are no changes to the High Intensity Needs funding, however the claim workbook has been revised and the Home must confirm compliance throughout the year on each HINF claim that it is in compliance with the program guidelines.

Consultations

The Director of Council and Community Services/Clerk was consulted.

Recommendation

That Essex County Council accepts the terms of the Extending Letter from Ontario Health West to amend the Long Term Care Service Accountability Agreement for Sun Parlor Home, for the period March 31, 2022- March 31, 2023 and authorizes the execution of the required documents acknowledging the extension.

That Essex County Council authorize the execution of the Declaration of Compliance indicating that, to the best of their knowledge and belief, Sun Parlor Home has fulfilled its obligation under the Service Accountability Agreement in effect during the period of January 1, 2021 to December 31, 2021.

That Essex County Council authorize the execution of the High Intensity Needs Funding attestation for the period of April 1, 2021 to March 31, 2022.

Approvals

Respectfully Submitted,

Jayne Brooks-Keller

Jayne Brooks-Keller, Administrator, Sun Parlor Home

Concurred With,

Mike Galloway

Mike Galloway, MBA, CMO, Chief Administrative Officer

Appendix Number	Title
1	CCA s. 20 Notice and Extension of Long-Term Care Service Accountability Agreement
2	Schedule E – Form of Compliance Declaration
3	HINF Attestation Form