

Vancouver Coastal Health

800 - 601 W. Broadway Vancouver, BC V5Z 4C2

Phone Number: (604) 675-3800 Fax Number: (604) 736-8651

154

COMMUNITY CARE FACILITIES LICENSING REPORT

Facility Information: S.U.C.C.E.S.S. Simon K.Y. Lee Seniors Care Home 555 Carrall Vancouver, BC V6B 2J8 Site Phone: (604) 608-8800	Facility Number: 3005482 Report Number: 29 Inspection Date: May 2, 2006 Community: 77
Facility Category: CCFL - Residential, Intermediate Care Inspection Type: Routine: N/A Action(s) Taken: Information Exchanged Delivery Method: NA	
Opening Comments and Observations: LO visited facility for a scheduled routine inspection, accompanied by DOC and Resident Services Manager ... LO also met briefly with Manager/Administrator of facility Alice Choi.	

Observations and Recommendations

CCFL - Residential: Admin - Policies & Procedures

- 1 New: 0 / Resolved: 0
A policy/procedure on resident abuse is available to staff.
A policy/procedure regarding missing or wandering residents is available to staff.
There is a well organized, accessible policy and procedure manual on site.
A policy/procedure regarding responses to sudden illness and emergencies is available to staff.
A policy/procedure regarding use of restraints is available to staff.
A policy/procedure on managing resident finances is available to staff.
There is a process in place for reviewing and updating the facility's policies and procedures.

CCFL - Residential: Admin - Licensing

- 2 New: 0 / Resolved: 0
Facility currently has 103 residents including 21 residents on the SCU.
Number of residents and type of service provided is consistent with that specified on the license.
The current Community Care Facilities License is prominently displayed.

CCFL - Residential: Admin - Incident Reports

- 3 New: 0 / Resolved: 0
CCFL staff are notified of Reportable Incidents in a timely manner.
An Incident Report is submitted to CCFL in the event of reportable incidents.

CCFL - Residential: Staffing - Manager

- 4 New: 0 / Resolved: 0
When the manager is away for more than 21 days, CCFL is advised of the replacement.
The current manager has completed the process of approval by CCFL.
There is a manager responsible for the day to day operation of the facility.

CCFL - Residential: Staffing - Staffing Patterns

- 5 New: 0 / Resolved: 0
A copy of the current staffing patterns has been provided to CCFL.
Staffing patterns have remained consistent since the last inspection.

CCFL - Residential: Staffing - Qualifications/Training/Orientation

156

Facility Contact:

Community: Vancouver
Report Date: May 24, 2006

Observations and Recommendations

CCFL - Residential: Staffing - Qualifications/Training/Orientation

6 New: 0 / Resolved: 0

A suitable orientation is provided to all new staff members.
At all times that residents are under facility care, there is a staff member with up to date first aid training from an approved program.
Regular staff meetings are held and minutes are recorded.

CCFL - Residential: Care - Admission/Screening/Orientation

7 New: 0 / Resolved: 0

Tuberculosis screening is done for residents prior to admission.
A resident is confined to a wheelchair and the bedroom, bathroom and dining room facilities have been designed or modified to accommodate.
There is an admission screening procedure in place.

CCFL - Residential: Care - Care/Supervision

8 New: 0 / Resolved: 0

At the time of inspection, appropriate and adequate care and supervision is provided to meet the needs of residents.

CCFL - Residential: Care - Supervision by Health Care Professional

9 New: 0 / Resolved: 0

A qualified employee is responsible for supervision of care staff, coordination and monitoring of care activities and managing emergencies and unusual situations.

CCFL - Residential: Care - Policies

10 New: 0 / Resolved: 0

Residents are assisted in obtaining health services as required.
Residents' privacy is respected and confidentiality of personal information practiced.

CCFL - Residential: Care - Oral Health

11 New: 0 / Resolved: 0

Residents are encouraged to obtain a dental examination at least yearly.
Residents are assisted in maintaining daily oral health.
Residents are assisted in following recommendations from dental health professionals.
Residents are assisted in obtaining dental services as required.

CCFL - Residential: Care - Restraints

12 New: 0 / Resolved: 0

A restraint is currently in use on one resident and is as minimal as possible.
Restraint use is documented in the care plan.
Other than in an emergency, restraint use is approved by resident or substitute decision maker and physician.
Adequate training is provided to staff regarding the use and monitoring of restraints.
Need for restraint is reassessed within 24 hours after the first use, and then reassessed appropriately at adequate intervals.

CCFL - Residential: Care - Financial Records/Management

13 New: 0 / Resolved: 0

Valuables and funds held for residents are kept in a secure manner.
Separate records are kept and receipts issued for all valuables and money held for residents.
Valuables and funds are accessible only by assigned staff members.
Records are kept and receipts obtained for disbursements made on residents' behalf.

CCFL - Residential: Care - Telephone

14 New: 0 / Resolved: 0

There is a conveniently located accessible telephone for residents - with private line.

159

Facility Contact:

Community: Vancouver
Report Date: May 24, 2006

Observations and Recommendations

CCFL - Residential: Records/Plans - Resident Records

15 New: 0 / Resolved: 0

There is a separate, confidential record for each resident.
Residents' records contain their name, date of birth, sex, date of arrival.
Residents' records contain the phone number of sponsor, contact person or next of kin, and emergency contact, name and phone number of physician.
Residents' records contain TB screening and immunization record.

CCFL - Residential: Records/Plans - Care Plans

16 New: 0 / Resolved: 0

Care plans are reviewed every three months and modified according to resident needs.
If restraints are used for a resident, the care plan includes a detailed plan on use of restraints.
Care Plans are readily available to care staff.
Care plans are completed within six weeks of admission.
Care plans take into consideration the abilities, the physical, social and emotional needs and the cultural and spiritual preferences of the residents.
Residents and/or family are encouraged to participate in the care planning process.
A care plan has been developed and implemented for all residents who have resided in the facility for two or more weeks.
~~If a resident self-medicates, a plan for self-medication is included in the care plan.~~
Care plans include a plan for health care, oral health, nutrition, and recreation and leisure activities.

CCFL - Residential: Medications - Storage/Labeling

17 New: 0 / Resolved: 0

Discontinued medication is returned to pharmacy.
Oral medications are stored separately from topical medication.
Medication storage area is well lit and is located where staff have convenient access.
Expired medication is returned to pharmacy.
Medication cabinet is clean and well organized.
Approved self-administered medications are kept in a safe and secure manner.
Medications are stored in a safe and secure manner.

CCFL - Residential: Medications - Administration

18 New: 0 / Resolved: 0

Staff have not made handwritten changes to medication labels or packages.
Appropriate arrangements are made for medication administration when away from the facility.
Medication is kept in original labeled container until administered. There is no evidence of pre-pouring of medications.
As appropriate, medication is supplied in blister-packaging.
Medication has been provided and labeled by the appointed pharmacy.
Only staff members administer medications to a resident.

CCFL - Residential: Medications - Physician Orders

19 New: 0 / Resolved: 0

Medication has been prescribed by a physician.

CCFL - Residential: Medications - Records

20 New: 0 / Resolved: 0

Medications are recorded on the Medication Administration Record as prescribed.
Changes in prescriptions are appropriately made on Medication Administration Record.
Medication Administration Records are provided by the facility's pharmacist.
Medication Administration Records are maintained and retained for at least one year.

CCFL - Residential: Medications - Self-Administration

21 New: 0 / Resolved: 0

One resident is currently on self-administered medication.
A self-medication plan is recorded in resident's care plan, as needed.

Facility Contact:

Community: Vancouver

Report Date: May 24, 2006

Observations and Recommendations

CCFL have approved all self-administered medication.

CCFL - Residential: Medications - Supervising Pharmacist

22 New: 0 / Resolved: 0

The supervising pharmacist serves on Medication Safety and Advisory Committee and provides consultation to staff.
A supervising pharmacist has been appointed.
The supervising Pharmacist visits and audits every three months (facility) or every year (home).

CCFL - Residential: Medications - Medication Safety & Advisory Committee

23 New: 1 / Resolved: 0 Target Completion Date: June 9, 2006

Manager/Administrator of facility is not a member of the Medication Safety and Advisory Committee.
The Medication Safety and Advisory Committee has established and reviews required medication policies and procedures.
A Medication Safety and Advisory Committee meets regularly.
Minutes of the Medication Safety and Advisory Committee meetings are kept.
The Medication Safety and Advisory Committee has established and reviews training and orientation programs for staff.
The manager of a facility or a person designated by the manager must be a member of the Medication Safety and Advisory Committee.
The person designated by the facility manager is required to be clearly identified in the terms of reference of the committee or minutes of meetings.

CCFL - Residential: Medications - Policies & Procedures

24 New: 0 / Resolved: 0

A policy on storage of medications is available to staff.
A policy on medication administration is available to staff.
A policy on response and reporting of adverse reactions is available to staff.
A policy on response and reporting of medication errors is available to staff.
A policy on medication ordering is available to staff.
A policy on medication administration recording is available to staff.

CCFL - Residential: Nutrition - Cycle Menu

25 New: 0 / Resolved: 0

The menu has been reviewed by a dietician-nutritionist.
There is a four week (minimum) cycle menu.

CCFL - Residential: Health/Safety - Smoking

26 New: 0 / Resolved: 0

Facility has a non-smoking policy on facility premises.

CCFL - Residential: Health/Safety - Emergency Procedures/Fire Safety

27 New: 1 / Resolved: 0 Target Completion Date: June 9, 2006

Fire drills have been practiced every three or four months and a record is kept at facility.
Emergency exit(s) are unobstructed.
Emergency equipment is checked regularly and a record is kept.
Emergency exit light(s) are working.
There is a written emergency plan that is accessible to all staff.
Fire extinguisher(s) are accessible, serviced and charged.
Fire drills are required to be practiced monthly and a record is kept at facility.

CCFL - Residential: In Compliance - Residential Care

28 New: 0 / Resolved: 0

Grab bars in place and maintained.
General level of housekeeping satisfactory.
Lighting adequate.
Resident monitoring system in place.

(16)

Facility Contact:

Community: Vancouver
Report Date: May 24, 2006

Observations and Recommendations

- Door locks satisfactory.
- Maintenance (walls, floors and ceiling) satisfactory.
- ~~Ventilation satisfactory~~
- Fire exits clear.
- Fire extinguisher(s) accessible and charged.
- Emergency equipment is checked regularly and a record is kept.
- Hand rails satisfactory.
- Window coverings satisfactory.
- Furnishings and fixtures in sanitary condition and good repair.

Closing Comments:

Copy of inspection report emailed to DOC Laura Tsang on May 10, 2006.

Owner or Agent Acknowledgement	Inspector
_____	_____
I have read and understood this report.	3064 Fred Shum, Licensing Officer, Residential