



# Resident Information Booklet

RED DEER NURSING HOME  
330 Oak Street  
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Porcupine Plain SK  
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306-278-6278

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## VISION

*Healthy people in healthy communities*

## MISSION

*Working together to improve the health of people*

## VALUES

### Respect

*We will support our clients, colleagues & partners in positive, productive relationships.*

### Transparency

*We see every interaction as an opportunity for caring, compassion & to build trust with each person.*

### Excellence

*We will pursue excellence through diligent effort, both individually and collectively.*

### Accountability

*We are thoughtful guardians of our resources.*

### Engagement

*We will continually work to earn confidence, faith and collaboration with our clients & colleagues.*



## *RESIDENT RIGHTS*

### *I have the right to:*

- Be treated with dignity and respect in life and death.
- Be informed and participate in all aspects of life and death.
- Be free from pain.
- Refuse treatment and be informed of the outcomes concerning that decision.
- Receive treatment and services within the capacity of the facility/KTHR to attain optimal health/well being or peaceful death. My health care directives will be respected.
- Be free from all types of abuse.
- Have confidentiality and privacy in all aspects of life and care.
- A clean, safe environment.
- Have personal possessions as space and safety allows.
- Be informed and participate in community happenings.
- Respect civil rights as a community member.
- Identify someone to make decisions on my behalf and/or be involved in decisions regarding my care and finance.
- Be cared for by caring sensitive, knowledgeable people who will help me to adjust to the transitions in life.

### *I have the Freedom to:*

- Communicate and associate privately with visitors at hours reasonable and convenient, given the needs of the other residents and responsibilities of the Facility and staff.
- Express concerns, options and recommendations to KTHR without fear of retribution.
- Make choices in activities of daily living with the understanding of the consequences.

### *It is my responsibility:*

- To make decisions about my care and to do as much for myself as possible.
- For the outcomes of refusal of treatment.
- To treat other residents, staff, visitors and volunteers with respect and tolerance.
- Give accurate information to caregivers to the best of my abilities.

**KELSEY TRAIL HEALTH REGION  
RED DEER NURSING HOME  
MULTIDISCIPLINARY TEAM MEMBERS**  
**Physicians of choice (must have visiting privileges in the Facility)**  
**Please see page 12 in this booklet.**

Interdisciplinary team conferences are held weekly or as needed to review individual resident care plans.

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## **INTRODUCTION**

The Kelsey Trail Health Region Board and Management, and staff and residents of the Red Deer Nursing Home welcome you. We hope you will enjoy your stay and find your new home comfortable and pleasant.

The Red Deer Nursing Home is an accredited, 38 bed Special Care Home. The Facility is governed by the Kelsey Trail Health Region Board, and provides/offers long term care to eligible persons.

Long Term supportive and restorative care is provided for individuals who, because of significant mental and/or physical impairment, are dependent; their needs can not be met in the community, but they do not require in-patient services of an acute care hospital. Day Program Services are also provided.

The one-level building includes the following: Resident Rooms, Resident Dining Room, Nurses Station, Resident Lounge, Hairdresser's Room, Activities Room, Chapel, Facility

Administrator's Office, Business Office, Medication Room, Kitchen, Activities/Therapy Office, Public Restrooms, and Staff Room. There are also laundry, housekeeping, maintenance and bathing facilities.

All accommodations are private rooms.

The Red Deer Nursing Home is attached to the Porcupine Carragana Hospital.

In an attempt to ensure the safety of wandering/confused residents, the doors are alarmed. Please obtain the assistance of a Staff Member, or press the silencer button, if you wish to exit through one of the alarmed doors.

Visitor parking is available at the front of the building.

## **SERVICES**

### **Day Program Services**

Eligible clients may spend daytime hours, weekdays, at the Red Deer Nursing Home, during which they may receive any or all of the following: personal care, meals/snacks, recreation, medication/medical treatment(s), physical therapy, and/or spiritual care. Inquiries should be directed to the Facility Administrator or Case Manager.

### **Food Services**

Meals are served in a central dining room (0800 a.m., 12 Noon, 5:00 p.m.)

Residents are provided necessary assistance with eating.

Evening lunches are also served. Extra beverages are offered during the day and in the evening. Special diets, as prescribed by the Attending Physician, are provided.

Your Visitors may have meals with you. Arrangements may be made with either Food Services Staff or the Nurse-in-Charge; advance notice is appreciated. Visitors pay for meals in the Kitchen.

Any concerns about your diet should be brought to the attention of either the Food Services Staff or the Nurse-in-Charge.

Should residents keep foods/beverages/treats in their rooms, care should be taken to ensure that the items are properly stored and discarded when outdated.

### **Housekeeping Services**

Housekeeping provides and maintains a clean and attractive environment for residents, staff and visitors.

## **Laundry and Linen Services**

Laundry, including personal laundry, is done at the Red Deer Nursing Home. (Please refer to Clothing and Personal Care Items.)

## **Maintenance Services**

Maintenance provides and maintains a comfortable, safe, functional, and secure environment for residents, staff and visitors.

## **Medical Services**

Physician and Nurse Practitioner visits occur at the facility on a regular weekly basis and as necessary. Emergency visits to the outpatient department are arranged by the nurse on duty.

## **Nursing Services**

Nursing services are provided for residents with chronic illnesses and conditions. A mix of professional nursing services will work collaboratively to encourage and support the residents to manage their personal care as independently as possible. The Registered Nurse (RN) co-ordinates the care of the residents including assessment, planning, providing and evaluating the nursing care. The Licensed Practical Nurse (LPN) works with the RN to provide the nursing care identified to meet resident needs. The Special Care Aide (SCA) assists the residents with activities of daily living.

Access to acute care and emergency services is available in the attached hospital.

## **Occupational Therapy and Physiotherapy Services**

Therapy Services are provided to improve the quality of life through restoration or maintenance of strength and movement, prevention of deterioration and increasing the degree and type of activities and interests both for the physically and mentally infirm. You will be expected to do as much of your personal care as you are able. You will be encouraged to take an interest in your personal appearance, and to participate in all appropriate activities in order to maintain and improve your functional, mental and physical capabilities.

You may be offered a therapy program, provided by a Special Care Aide. The Occupational Therapist/Physiotherapist provides consultation/services as deemed necessary.

## **Other Services**

If your Physician orders blood work, the blood will most likely be drawn by a Licensed Lab Technician, and taken to the Porcupine Carragana Hospital laboratory for testing.

Other laboratory and x-ray services are also provided to residents by the Porcupine Carragana Hospital. (It would be necessary to transport you to Porcupine Carragana Hospital should you require x-ray services.)

Assistance with scheduling of appointments may be provided by the Nurse. If either you or your family schedule any appointments, please be certain to inform the appropriate facility staff (so they can ensure that you are ready on time).

Hair dressing services can be arranged by appointment from a private hair dresser that visits the facility.

### **Palliative Care Services**

Individuals designated by the Attending Physician, as Palliative Care, may be admitted to the Palliative Care Program.

The Palliative Care Program assists the terminally ill Individual and his or her Family to cope with a life threatening illness when curative treatment is no longer appropriate.

### **Pastoral Care Services**

Regularly scheduled services are held and listed on the Activity calendar.

### **Recreation**

Recreation services are provided seven days a week; except Statutory Holidays.

The recreation department offers therapeutic recreational programming to ensure the highest quality of life for the residents. The objective of the department is for residents to attain, maintain, and regain skills socially, psychologically, cognitively, physically and spiritually

### **Social Work Services**

The Medical Social Worker's visits are on a consult basis only.

The Medical worker provides services to residents and families of residents, of Red Deer Nursing Home which include the following: assistance with completion of the admission process, counseling, assistance with financial planning and management, assistance with obtaining community resources, assistance with completion of a health care directive and assistance with discharge planning and follow-up.

The Social Worker is the Resident's and Family's advocate. Please do not hesitate to contact her should you require assistance coping with your new life and surroundings.

## ADMISSION

### Application for Admission

Applications for admission must be directed as indicated below:

All requests for admission to long term care should be directed to the Home Care Case Manager. The contacting Home Care Office number is (278-3122).

An assessment is done in order to determine whether or not facility admission would be appropriate. Your medical condition, functional status (physical and mental), current living situation, and social and community support systems will be considered.

### Clothing and Personal Care Items

Suggested Clothing/Personal Care Items	
Ladies	Men
Brush, comb, other hair supplies (e.g. curlers)	Electric shaver, brush, comb
Toothbrush, toothpaste, tissues	Toothbrush, toothpaste, tissues
Deodorant, toiletry items (basic shampoo)	Deodorant, toiletry items (basic shampoo,
Body wash, and/or bar soap provided by the facility)	Body wash, and/or bar soap provided by the facility)
Make-up, if used	Undershirts, undershorts
Underclothing	Socks
Slips, stockings	Shirts, sweaters
Dresses, skirts, slacks, and/or sweat suits	Slacks, and/or sweat suits
Blouses, sweaters	Pajamas, if desired
Nightgowns, pajamas	Housecoat
Housecoat, dusters	Shoes, slippers
Shoes, slippers	

Clothing, which may be worn on trips to the hospital, dentist, optometrist and resident outings, should include the following: cardigan sweater(s) and cape, some type of sun hat for summer, and coat, boots and warm hat or cap for winter. Residents are usually dressed in their own clothing. At least seven changes of the following articles of clothing are required: underclothing; stockings/socks; slacks, skirts, blouses, and/or dresses; and trousers and shirts. Clothing should be machine washable (fabric should be no more than 50% cotton), not requiring ironing, facilitate ease of dressing/undressing, and be comfortable. Delicate clothing that requires dry cleaning is not recommended, and is the responsibility of the Resident/Family. The Resident/Family is responsible for any hand wash should clothing require the same. Provision of clothing and footwear is the responsibility of the Resident/Responsible Person.

The Facility staff (e.g. Facility Administrator, Nurse-in-Charge, Activities personnel) may provide guidance regarding clothing requirements and purchase. You may wish to purchase clothing from specialty companies that visit the Facility or through mail order from such companies.

All personal clothing should be assessed for appropriateness and fit and be labeled prior to admission. "Number" labels are available at the nurse's station.

Repair and alteration of personal clothing is the responsibility of the Resident/Responsible Person. When repairs or alterations are required, the Responsible Person will be contacted to pick up the clothing or make arrangements for the repair or alterations. If preferred, clothing can be sent to a local seamstress and funds withdrawn from the Resident's Trust Account to cover the cost of repairs or alterations. Inquire with the Facility Administrator, Nurse-in-Charge, or Activities personnel.

### **Alcohol**

Alcoholic beverages, in reasonable quantities, are permitted unless contraindicated by your Physician.

### **Electrical Devices**

All electrical devices brought in for the Resident must first be inspected by Maintenance personnel. They will be inspected for acceptable condition as well as CSA, ULC, or ETL approval. Electrical extension cords and halogen lamps are not allowed in resident rooms.

### **Falls Reduction and Prevention Program**

Kelsey Trail Health region has a falls reduction and prevention program. Approximately 1 in 3 residents experience a fall. In order to reduce the risk of a fall we ask that no scatter rugs or swivel chairs be brought into the facility for resident use. Anti-slip socks are available for purchase at the facility. Residents are encouraged to remain mobile and strong to help prevent falls

### **Family Involvement**

Families are encouraged to ask about programs in which the residents are involved; participate in social programs; visit with and/or telephone often and, if possible, take their relative out for short visits. The Red Deer Nursing Home strives to meet as many of the Resident's needs as possible, but the need for love and belonging can often only be adequately met by the Individual's Family and Friends.

You may find some of the following suggestions, in regard to visiting your loved one in the Special Care Home, helpful:

Reduce background noise and distractions. Ensure the Resident has his/her eyeglasses and/or hearing aid(s), if applicable, and that there is adequate light.

Speak slowly and clearly, and repeat as necessary.

Avoid many visitors at one time. Visit singly or in pairs so the focus of your visit is the Resident.

If desired, use touch, and demonstrate and express affection. Seek a private area in which to visit if indicated/desired.

Listen to the Resident.

If possible, plan and schedule your visits. The Resident may receive extra pleasure from being able to anticipate your visit. If there are several Family Members, they may decide to take turns visiting so that the Resident receives more frequent visitation.

Make visits short and often.

Try to time visits so the Resident will not be tired, about to take a nap, eating, or engaged in some other activity. However, visit anytime rather than not at all.

Assist the Resident to maintain a current Guest Book.

Include pets and children, as desired, in your visit.

Pay special attention to lonely days such as anniversaries and birthdays.

Share meals, beverage and/or treats with the Resident.

Reminisce and/or read with the Resident.

Share photos, letters, and family and community news with the Resident.

When possible/appropriate, include the Resident in family plans and decisions.

## **Finances**

Residents are responsible for the following expenses:

Medications (provided by Slobodian Pharmacy Ltd., Porcupine Plain, SK)

Personal comforts

Medical-surgical supplies (e.g.: dressing supplies; ostomy supplies; oxygen catheters, masks and cannulas; urinary catheters, catheterization sets and bladder irrigation sets, etc.)

Disposable incontinence pads/briefs

Monthly resident charge (determined by Saskatchewan Health and based on income if the Resident's status is long term care, or he/she has been in respite for sixty days or more. The respite person, whose stay is sixty days or less, is charged the current minimum long-term care fee).

The Business office within the facility provides assistance with rent payments, trust accounts, and accounting inquiries. Office hours are posted at the entrance of the business office.

A Trust Account service is available for safekeeping of resident comfort funds (often used to pay for the following: hairdresser/barber services, transportation, cosmetic items, stamps, telephone calls, treats, spending money during community outings, small articles of clothing, etc.) A minimum deposit of fifty dollars (\$50.00), on admission, is suggested (maximum two hundred dollars - \$200.00).

Residents who are unable to take care of their personal finances or pension cheques should make arrangements, prior to admission, for someone to handle these matters, as well as payment of non-Facility bills such as Saskatchewan Blue Cross/GMS, cable costs, and telephone service/rental costs.

Please consult the Medical Social Worker if you require assistance in regard to finances (e.g. applications for Single Pensioner Status, Supplementary Health Coverage, Saskatchewan Health Drug Plan Special support Program, HRDC Trusteeship, Powers of Attorney, Public Trustee/Court Guardianship, Saskatchewan Assistance Plan, Guaranteed Income Supplement, etc.) It is important to inform the Office Administrator of any changes in your financial/Family circumstances.

## **Safety**

KTHR is committed to resident safety by recognizing and promoting continuous education and quality improvement initiatives. Residents and families are informed about their role in safety, recognizing choice and independence must be balance with potential risk to safety.

KTHR adheres to a “least restraint” practice in order to preserve the dignity of individuals.

## **Smoking Regulations**

Residents are allowed to smoke, with supervision as necessary. Cigarettes/cigars and matches/lighters are stored at the Nurses Station and can smoke in the designated area. Visitors are not permitted to smoke within the building. As of April 1, 2011 smoking is not permitted on Kelsey Trail Health Region grounds or facilities by visitors or staff

## **Social Leave**

If you are planning an outing/holiday with Family or Friends, please inform the Nurse-in-Charge. There is a passbook, at the Nurses Station, to be signed both when you leave and upon your return. Staff would appreciate advance notice if you plan to be away long enough to require a supply of medications, equipment, and/or medical-surgical supplies.

## **Special Aids**

Wheelchairs, walkers, Sask-a-Poles, etc. are arranged for by the Facility. However, residents should bring personally owned equipment, or equipment on loan from the provincial “S.A.I.L.” program. These will be checked by the Nurse-in-Charge; S.A.I.L. equipment, if not required by the Resident, will be returned.

## **Telephones**

There is a telephone jack in each resident room. It is the responsibility of the Resident/Responsible Person to make arrangements with Sask Tel for the telephone installation, and payment of services. Please inform staff that Sask Tel will be installing a telephone. All costs related to the Resident’s telephone are the responsibility of the Resident.

The Resident should be able to use his/her telephone independently.

## **Televisions**

Maintenance Staff will connect your television for you. It is the responsibility of the Resident to provide an appropriate stand for the television. (The stand must be sturdy, and on wheels.)

## **Transportation**

It is the responsibility for all transportation arrangements to be made by the Resident/Responsible Person. Ambulance services to medical appointments when necessary will be arranged by the Nurse-in-Charge.

## **Visitors**

Visiting is encouraged. Visiting hours, within usual waking hours, are unrestricted. Children are welcome, but young children should be properly supervised.

Pets are welcome but should be on a leash, in an appropriate container, and/or carried. (Pet visitation may be forbidden/restricted should another Resident or a staff member be allergic to the pet.)

All visitors and pets should be free of contagious illnesses.

The front door is locked from 8:00p.m. to 8:00a.m. Please ring the doorbell for admittance after these hours.

## **DISCHARGE**

Should you wish discharge, the Facility is unable to meet your care needs, and/or you no longer require the level of care provided by the Facility, it is expected that you, your Family, and Facility Staff will work together to find suitable alternate accommodation for you. Please refer any questions/concerns about possible discharge to the Facility Administrator.