**STATEMENT OF**

**PURPOSE & FUNCTION**

**St. Joseph’s Hospital**

**Bon Secours Care Village**

**Centre ID: 0284**

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Bon Secours Health System

# 1. Philosophy of Care

We in the Bon Secours Care Village aim to provide excellent care to all patients and residents, their families and friends by striving to live out the core values of Bon Secours – “Good Help to those in need”.

St Joseph’s Hospital maintains a homely, relaxed, therapeutic atmosphere that supports the delivery of professional care standards. We strive for competence and best practice with a multi-disciplinary and person centred approach to care with an emphasis on professional development.

The essential feature of the spirit and philosophy of Bon Secours is respect for the individual – holistic care. This philosophy of care has led to the establishment of new services and specialist centres of excellence. It has been and continues to be, the cornerstone of all services, including those provided at the Bon Secours Care Village.

# Bon Secours Health System 20:20 Strategy

This has been developed following considerable engagement, an honest and critical look at our current strengths and weaknesses and an evaluation of our threats and opportunities. During 20:20 we will implement much improvement whilst remaining true to our Mission.

# Vision

By 2020 we will, through our outstanding people, be an integrated Health System. Be a recognised leader of innovative exceptional care.

# Core Principles:

Our strategic vision centres around 3 principles:

1. Alignment of our Mission, Vision and Values
2. Person Centred Exceptional Care
3. Sustainability into future

# Mission Statement/Ethos

Founded by the Sisters of Bon Secours, our hospitals have as their mission, care for the sick, the dying and their families within a Catholic ethos.

Inspired by the Gospel and sharing in the healing mission of Jesus, we recognise the dignity and uniqueness of each person, seeking to provide high quality, holistic care which is characterised by compassion, respect, justice and hope.

Through our Mission, Bon Secours Health System will:

* Be a leader in Catholic Healthcare in Ireland,
* Empower staff to reach their full potential,
* Reach out compassionately to the community,
* Be innovative and responsive to new developments in healthcare, while maintain our patient friendly environment in all our hospitals.

# Aims

Our aims are:

* To promote independence and choice for residents & staff,
* To provide an exceptional standard of care,
* Respect every person and their individual needs and abilities,
* Preserve the privacy and dignity of each resident,
* Ensure a ‘home from home’ environment, where residents can participate in a range of activities and mix with other residents and visitors,
* Provide a facility that is of the highest standards i.e. hygiene, cleanliness, food, care, gardens, space and activities,
* Ensure a safe and secure environment,
* Promote and enhance the quality of life of our residents.

# 2. Registered Provider Representative (R.P.R.)

Bon Secours Health System Limited: Trading as St. Joseph’s Hospital, Bon Secours Care Village, Lee Road, Cork. Represented by our Chief Executive Officer: Mr Bill Maher.

Person in Charge: Ms Nollaig Broe, Hospital Manager/Director of Nursing, St. Joseph’s Hospital, Bon Secours Care Village, Mount Desert, Lee Road, Cork.

# 3. Qualification & Experience of Registered Provider Representative (R.P.R.) and Person in Charge

R.P.R. Mr Bill Maher joined the BSHS from Royal College of Surgeons Ireland Hospital Group. He has over 20 years at Senior Management level before becoming CEO of the Bon Secours Health System.

Ms Nollaig Broe is a registered General Nurse and Registered Children’s Nurse. Ms Broe has over 25 years experience at senior management level. Governance, Leadership and Management programme completed. Coaching and Mentoring completed. Continuous Professional Development as part of the Bon Secours Health System Executive Team.

# 4. Management Team

* Ms Nollaig Broe (Hospital Manager/Person in Charge/DON),
* Ms Sharon Haynes (Assistant Director of Nursing),
* Ms Una O’Donnell (HR Manager),

# 5. HIQA Registration

HIQA Registration No: REG-0034338
Date of HIQA Registration: 06 April 2018
Expire date of Registration: 05 April 2021

# 6. Conditions Attached by Registration

**Condition 1:** The designated centre St Joseph’s Hospital shall be operated at all times in compliance with the Health Act 2007 as amended from time to time.

**Condition 2:** The designated centre St Joseph’s Hospital shall be operated at all times in compliance with the Health Act 2007 (Care and Welfare of Residents in Designated Centres for Older People) Regulations 2013 and the Health Act 2007 (Registration of Designated Centres for Older People) Regulations 2015 (as amended, consolidated, restated or replaced from time to time) and in compliance with all other regulations made under the Health Act 2007 as amended from time to time.

**Condition 3:** The designated centre St Joseph’s Hospital shall be operated at all times in compliance with the National Standards for Residential Care Settings for Older People in Ireland (as amended, consolidated, restated or replaced from time to time) and in compliance with all other standards made under the Health Act 2007 and as the Chief Inspector may notify to the registered provider from time to time.

**Condition 4:** The designated centre St Joseph’s Hospital shall be operated at all times in compliance with all other legislation, regulations and standards which are applicable to it including, but not limited to, such enactments which appear to the chief Inspector to be relevant and which are cited to the registered provider in writing by the Chief Inspector.

**Condition 5:** Subject to any prohibitions or restrictions contained in any other condition(s), the designated centre St Joseph’s Hospital shall be operated at all times in accordance with and shall provide only the services set out in its Statement of Purpose and Function, as annexed hereto, as delivered and amended from time to time in accordance with Article 5 of the Health Act 2007 (Care and Welfare of Residents in Designated Centre for Older People) Regulations 2013 (S.I No. 415/2013 (as amended, consolidated, restated or replaced from time to time).

**Condition 6:** No personal under the age of 18 years of age shall be accommodated at the designated centre St Joseph’s Hospital at any time.

**Condition 7:** The maximum number of persons that may be accommodated at the designated centre St Joseph’s Hospital is 103.

# 7. Maximum Number of Residents Who Can be Accommodated in the Centre:

97 Residents.

# 8. Maximum Number of Residents Who Will be Accommodated in the Centre:

97 Residents.

# 9. Total Staffing Complement in Whole-Time Equivalent

 **Management complements:**

Hospital Manager/Person in Charge/Director of Nursing (1.00 Wte) Nollaig Broe

Assistant Director of Nursing (1.00 Wte) Sharon Haynes

Clinical Nurse Manager 1 (3.70 Wte)

HR Manager & HR Assistant (1.61 Wte)

**Clinical complements:**

Nursing complements: Staff Nurse (23.01 Wte)

Health Care Assistants (44.4 Wte)

**Support Staff:** there is a full range of support and ancillary staff employed to support the care of our residents and maintain their safety. Our hospital is staffed around the clock by highly skilled, personnel working together to provide the best of treatment and care available.

Accountant (1.56 Wte)

Clerical Officers x 4 (3.08 Wte)

Household Staff (outsourced) (11.2 Wte)

Catering Staff (11.5 Wte)

Maintenance Staff (2.0 Wte)

Security Staff x 3 (0.89 Wte)

Activities/Rehabilitation Co-Ordinator x 3 (1.65 Wte)

**Bon Secours Sisters – Pastoral Care/Advocacy/Chaplaincy**
Sacristan (0.25 Wte)

Bon Secours Sisters (2.21 Wte)

Healthcare Chaplain (0.51 Wte)

Medical Officers (5 days per week and as required)

Visiting Hairdresser (2 days per week) extra charge

Visiting chiropodists (weekly) extra charge

Occupational Therapist 3 hrs per month

Beauty Therapist extra charge

Physiotherapist (3 times weekly)

Speech and Language Therapist as needed

Social Worker as needed

Dietician as needed

Optical and Dental Consultations
 arranged as required in-house extra charge

Grounds/Landscaping (outsourced)

# 10. Organisational Structure (see Appendix 1)

The number and skill mix of staff on duty is determined and provided according to the needs of the residents.

The Care Village employs one Person in Charge/Hospital Manager/Director of Nursing and ADON is supported by the Management Team. Other staff include: Accounts Supervisor, Clerical Staff, Reception and Security Staff, CNMs, Registered Nurses, Healthcare Assistants, Catering Supervisor, Chefs, Kitchen Assistants, Housekeeping Supervisor, Household Cleaning Staff, Activities Co-Ordinators, Maintenance Personnel, Mission and Pastoral Care Team and Volunteers.

Staff are selected for their qualities of professionalism, skills and experience, reliability and caring/friendly attitude. They are carefully screened and references are always checked and Garda Clearance obtained.

The Nursing and Care Team are:

1. Nollaig Broe – Hospital Manager/Person in Charge/Director of Nursing,
2. Sharon Haynes – Assistant Director of Nursing,
3. Eleanor O’Riordan, Mary Mannix, Eavan O’Brien, Helena McCallum – CNMs,
4. Staff Nurses,
5. Support Staff and Health Care Assistants – there is a full range of support and ancillary staff employed to support the care of our residents and maintain their safety.

# 11 Age and Sex of Residents This Centre Provides Care For

This hospital caters for males and females over 18 years.

# 12. Range of Needs Centre Meets

Care is provided for residents requiring long and short term care, respite care, palliative care, terminal end of life care and post operative and convalescent care.

* Continuing care,
* Respite care,
* Young chronic sick,
* Physical and sensory,
* Dementia with mild cognitive impairment,
* Acquired brain injury,
* Physical disability,
* Intellectual disabilities.

# 13. Type of Nursing Care Provided

The nursing team is lead by the Person in Charge/Hospital Manager/Director of Nursing and Assistant Director of Nursing. There exists a defined complement of nursing staff for each unit which is manged by a clinical nurse manager.

The nursing care is provided 24 hours a day and is supported by the Management Team. It is also supported by the NMPDU and Staff Nurses with extensive experience. Undergraduate nurses from UCC are facilitated through their community placement. We also facilitate students on work experience from pre-nursing courses & QQI Level 5 Carer Courses.

# 14. Admission

St Joseph’s Hospital will care for individuals requiring long term or short term care. The decision to move into a care facility, especially long term can be a difficult decision and we believe in offering as much information, support and time as required for each individual. We encourage visits to our home, giving the opportunity to sample the atmosphere, meet the residents and staff and gain abetter understanding of what the hospital can offer.

Admissions to St Joseph’s Hospital are normally arranged by appointment following a pre-admission assessment of physical, social and cognitive needs.

There will be an initial period of one month for all parties to ensure the resident is happy and the hospital is meeting their needs and expectations. Within this time the DON/ADON will meet with the resident and family to ensure any initial concerns/difficulties are dealt with.

On admission, there will be paperwork to be competed which includes a full nursing assessment and care plan. This will be developed with the participation of the resident within 72 hours of admission. The residents’ personal care needs and preference will be set out to provide direction to staff members involved in providing the care. A review of the care plan and assessment will be carried out with the resident and any changes updated at four monthly intervals or more frequently if required. We will communicate to the resident in advance, notifying them of the review and arrange a mutually convenient date and time to complete the review process.

We are not in a position to accept emergency admissions.

Please note this is a Non Smoking Facility.

# 15. Facilities/Services/Activities (see Appendix 2)

We try to encourage residents to fulfil their personal, social, psychological and spiritual needs with a varied activities programme within St Joseph’s Hospital. The Daily Activities Plan is available for all to see and is co-ordinated by our Activities Co-ordinators in consultation and participation with residents, family and staff. The Activities Schedule is available on the Activity Notice Board outside the Living Room. This is subject to change.

**Community Involvement:** St Joseph’s Hospital is located on the West side of Cork City. It is close to the suburbs of Ballincollig and Wilton. The hospital encourages their residents to take part in local community events with the support of their family and friends. The hospital also encourages residents to join in group support networks available within the area. There are also arranged outings throughout the year. These are to areas of local interest, including shopping and garden centres, concerts, bingo etc. Any costs relating to travel, entrance fees, food/beverages must be covered by the resident.

# 16. Consultation with Residents Regarding the Operation of the Centre

On admission each resident is given an overview of the hospital even if it was completed prior to admission. They are introduced to all staff members and other residents.

* A copy of the Residents’ Guide is in each bedroom and this is explained in detail to the resident,
* Call bell system is explained; Names Nurse and Carer explained,
* Resident advised of meal times and personal choice,
* Religious ceremonies explained,
* Activities programme explained,
* Fire alarm and testing advised each Wed at 8.30am-9am. Fire exits and exit door alarms explained,
* Visiting policy explained,
* No smoking policy explained,
* Political process – would resident like to vote in-house or go out,
* Explain to resident how to access legal advice,
* Explain to resident re. the Advocacy service that is available for relatives. There is an Advocacy Meeting half yearly, if required. Resident meetings are held quarterly by the Activities Co-ordinator, and an independent Advocate is present so as to ensure anon biased approach,
* Explain about comment cards and customer satisfaction surveys,
* Explain that he/she can be facilitated to speak to the Director of Nursing/Assistant Director of Nursing or Nurse in Charge, as required,
* All long term residents or their families will be offered to complete a Customer Satisfaction Survey at least yearly,
* Short term residents are given the opportunity to complete the questionnaire on departure.

# 17. Fire Safety

St Joseph’s Hospital has a Fire Alarm System which is tested at regular intervals. There are ‘Fire Exit, notices and ‘Fire Emergency Instruction’ notice displayed at strategic points throughout the home. All fire fighting equipment if checked six monthly by a qualified engineer. Records are maintained by the Director of Nursing/Operations Department of all staff training, test, drills and servicing of equipment.

The safety of each resident if important to us. As part of the nursing assessment, many factors will be assessed based on risk levels and they form a large part of the Resident’s Care Plan. There is a Personal Evacuation Emergency Plan (PEEP) for every resident. Residents will not be deprived of participating in activities which may involve a degree of risk. Those who are able to judge the risk for themselves are free to make their own decisions providing they do not threaten the safety or deprive others of their rights.

# 18. Arrangement for Residents to Attend Religious Services of their Choice

* We have a beautiful chapel here in our hospital where Mass is celebrated daily. Each resident has a choice to attend or not,
* Rosary is recited daily also in our Chapel,
* Confession and Sacrament of the Sick is offered monthly if needed,
* We are very fortunate to have numerous Bon Secours Sisters who oversee the pastoral care/spiritual needs of our residents,
* Residents are visited regularly in their rooms and given the opportunity for a listening ear,
* Religious ceremonies are celebrated i.e. Easter, Advent, Christmas,
* All ceremonies are available in each resident’s bedroom on a TV channel,
* Residents of other religious denominations are offered the contacts of those religious and visiting representatives.

# 19. Visiting

We operate an open visiting policy within St Joseph’s Hospital. We welcome family and friends to visit and be involved in the activities. We would remind visitors to respect the wishes of the resident and their needs. We reserve the right to impose restrictions on visiting arrangements where the visit or time of visit is deemed to pose a risk or where the resident requests restrictions.

For security/health and safety purposes, all visitors are requested to sign the visitor’s book when entering and leaving St Joseph’s.

Children are welcome to visit but they must be supervised at all times by a responsible adult. Residents’ pets are welcome to visit but please discuss this with your nurse beforehand. Any pets visiting must be on a lead at all times.

# 20. Complaints

The hospital is interested in each resident’s opinions to ensure our service is reviewed and improved in line with best practice and client choice. There are a number of ways residents can share their views:

* Complete a comments card and place in box by entrance to restaurant,
* Nominate a friend, member of family or advocate acting on the resident’s behalf,
* Speak to or email the DON or ADON,
* All long term residents will be offered to complete a questionnaire yearly. Short term residents are given the opportunity to complete the questionnaire on departure,
* All residents will be invited to participate in Residents meetings on a bi-monthly basis or upon request. Relatives are invited to attend advocacy meetings on a six month basis.

All complaints are taken seriously and dealt with promptly.

We have a detailed Complaints Policy which is strictly enforced, a copy of same is available for residents and families, if needed.

**Step 1:** A practical approach is adapted to verbal complaints and every effort is made to resolve them on the spot by a staff member. The complaint should be addressed to the nurse in charge of the unit..

**Step 2:** Where the complaint is not resolved at first level, the complainant should be referred to the Clinical Nurse Manager. It will be investigated and responded to at that level.

**Step 3:** If the complainant is still not satisfied they can refer to the ADON or Hospital Manager.

**Step 4:** If the complainant is not satisfied with our decision then the complainant is open to contact the Office of the Ombudsman. The Ombudsman provides an impartial, independent and free service. By law the Ombudsman can examine complaints about any of our administrative actions or procedures as well as delays or inaction in our dealings. The Ombudsman’s remit relates to complaints about actions which occur on or after 24 August 2015. The Ombudsman cannot examine complaints about actions which occurred before that date with the exception of complaints from residents eligible to complain under “Your Service Your Say” (Residents who place is provided under a contract with the HSE).

**Step 5:** The Complainant will be advised to contact the Health Information and Quality Authority (HIQA) if they require further information.

All complaints should be reported to the Hospital Manager.

# 21. Consultation with Residents for Review of Resident Care Plans

* On admission to the hospital and at regular four month interval or more frequently, if required, nursing staff in conjunction with care staff and the resident, undertake a full assessment of the residents physical, emotional, cognitive, social and spiritual needs as part of the nursing care planning and evaluation process,
* A full medical review if completed on admission and at regular three month intervals or more frequently, if required,
* All residents and their families are encouraged to participate in this care planning process, to ensure that the residents views and wishes are incorporated into the care delivered,
* All attempts are made to reflect the resident’s desired daily routine in the running of each unit within the hospital.

# 22. Layout of the Centre (Appendix 3 & 4)

All nursing care is delivered at ground floor level. The hospital is divided into four individual units of 23-25 residents.

There are 4 units:

* 1. Daffodil
	2. Bluebell
	3. Lee View
	4. Woodlands

**Daffodil**

This unit is immediately off the reception area and follows all the way round to meet Bluebell. Daffodil has 2 nurses’ stations, 2 living rooms and large seating areas. There is a direct access to secure courtyard gardens. Daffodil has 25 private en-suite bedrooms. Each en-suite has a shower, toilet and wash hand basin. Please see Appendix 4 for exact room and en-suite dimensions.

**Bluebell**

Bluebell has a large living room and a large glass seating area. The nurses’ station is situated in the main corridor. Bluebell has 23 private en-suite bedrooms. Each en-suite has a shower, toilet and wash hand basin. Please see Appendix 4 for exact room and en-suite dimensions.

**Lee View**

Lee View has a large day room. The nurses’ station is situated next to the day room. It has 2 large glass seated areas on either side of the unit. There is direct access to a secure courtyard. Lee View has 25 private en-suite bedrooms. Each en-suite has a shower, toilet and wash hand basin. Please see Appendix 4 for exact room and en-suite dimensions.

**Woodland**

Woodland has 2 large living rooms. There are 2 nurses’ stations in this unit. Woodland has 24 private en-suite bedrooms. Each en-suite has a shower, toilet and wash hand basis. Please see Appendix 4 for exact room and en-suite dimensions.

**Other Communal Spaces**

Village Green Restaurant, Chapel, Activities Room (Living Room), Seating Area. Please see Appendix 4.

# 23. Specific Therapeutic Techniques and Arrangements for their Supervision

**Hairdresser:** Our hairdresser Breda Thomas visits twice weekly at an extra charge. She is covered by insurance and has been Garda vetted and referenced checked. Our residents are regularly asked their opinion and they enjoy this service and the service provider thoroughly.

**Chiropody:** We have two chiropodists who visit weekly at an extra charge. Mary Lavin and Margaret Dilworth. Both have been reference checked and Garda vetted . Our residents are regularly asked their opinion and they happy with the service providers.

**Hand Massages/Nail Painting & Make-up:** We have a beauty therapist that offers this service weekly for a minimum charge to our residents. She is Garda vetted and referenced checked.

**Friends & Volunteers of the Hospital:**  We have a number of people who assist us in enhancing the care to our residents. All are Garda vetted and referenced checked. i.e. person providing computer classes, assisting with activities, assisting with religious ceremonies, persons visiting in pastoral care capacity and persons providing regular musical entertainment, arts & crafts.

# 24. Privacy and Dignity

We expect all employees to preserve and maintain the dignity, individuality and privacy of all residents living within the home. This includes:

* Knocking before entering the resident’s room,
* Asking permission prior to any personal/nursing interventions (except in emergency situations),
* Asking permission for staff undergoing training and development, members of the opposite sex or others to be involved in the resident’s care.

If a resident feels their privacy and dignity is being compromised in any way, they should inform the Director of Nursing, or any member of staff they feel comfortable with

# 25. Separate Facilities for Day Care

This is not available. However, if a resident wishes, arrangements can be made for them to attend Westgate in Ballincollig, Headway, Abode etc. If the resident has home help or any assistance, we encourage them to continue with community day care in their locality, if feasible.

# Other Information for the Resident of St Joseph’s Hospital

Facilities and Services Provided:
Accommodation: St Joseph’s Hospital caters for one hundred and three residents. The bedrooms are mostly private with en-suite facilities and 5 shared (double) occupancy en-suite bedrooms. All have colour televisions and are furnished to a high standard. There is a chapel where Mass is celebrated daily (except Mondays). Rosary is facilitated daily as well as other religious celebrations.

Our restaurant/dining room is very spacious with a varied menu of home cooked food and extensive choices. There are comfortable lounges in each of the units.

A nature trail within the grounds provides a secure space which residents and their families can enjoy at their leisure. The four secure gardens to the front and back have seating areas throughout to enjoy the lovely views and sunshine of the River Lee Valley and surrounding Woodlands.

# GMS Scheme

Residents living in the centre that have a medical card are entitled to free medial services through the GMS scheme and every effort will be made to ensure residents can access these services, which include Old Age Psychiatrist, Psychologist, Speech and Language Therapist, Tissue Viability Nurse Specialist and Chiropodist (Diabetic).

# Staffing

Staff must adhere to their professional code of conduct and that of the hospital. Any complaints relating to staff will be investigated immediately, through our complaints procedure.

New employees complete an induction process to ensure they are fully compliant with Company Policies and Procedures, mandatory training and are aware of our expectations of them as an employee.

We believe in supporting staff through having a team approach, on-going training and development, and a system to assist, guide and monitor the high standard of resident driven care provided on a day to day basis. All employees undergo a yearly performance review and from which an individual training plan is developed to encompass their needs and the requirements of the service.

# Contract of Care and Fees Payable

The resident is expected to sign a contract of care which ensures they have a legally binding assurance of high quality care standards and that they have an understanding and acknowledgement of the terms and conditions. The contract is offered pre-admission and returned signed on the day of admission.

A copy of the contract will be provided to each resident/relative/representative on signing. When the resident/relative/representative cannot or will not sign the contract, a record of this event is retained in the resident’s case file.

The Contract of Care will be offered to all residents which include the following terms:

* The room/bed occupied,
* The care and service covered by the fee,
* The additional fees payable (see Appendix 5 – Schedule 2 Part 1 & 2)
* Additional Service Charge payable for services not included in the fee (see Appendix 5 – Schedule 3 Part 1 &2),
* Who pays the fee i.e. the resident/relative/representative/HSE/other,
* The rights, obligations and liability of the resident/representative,
* Terms and conditions relating to the period of occupancy,
* The period of notice,
* The circumstances under which the resident can be discharged and contract terminated,
* Procedure for emergency admissions and their access to an independent advocate.

We have a comprehensive list of policies and procedures which support our practice within the hospital and are available on request from the Director of Nursing.

# Key Policies of Interest

* Confidentiality,
* Privacy & Dignity,
* Advocacy,
* Consent,
* Visiting,
* Complaints/Concerns,
* Smoking,
* Alcohol,
* All policies required to meet HIQA regulations.

Each person’s safety is very important to us. We place great emphasis on governance in order to minimise risk and promote health, safety and well being for all our staff.

We maintain a hospital risk register which is updated regularly and all risks are highlighted, actioned and minimised.

We audit all departments and practices regularly to ensure the highest standard at all times.

All staff recruited are inducted and trained to the highest level and competency to ensure Best Practice.

All incidents are recorded, monitored, evaluated and communicated to staff for learning and improvement in practice.

We place a lot of emphasis on professionalism and staff are advised accordingly.

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Author: Nollaig Broe

Issue No: 18

Issue date: 20th August 2010; Revised February 2020

Approved by: Management Team; Approval Date: 6 February 2020

Next review: February 2021

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**Bon Secours Care Village – Organisation Chart Appendix 1**

**Bon Secours Care Village – Activities Timetable Appendix 2**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| 9.30 – 10.30**PHYSIO – INDIVIDUAL****LIVING ROOM**11.00 -11.30 **COMMUNION & PRAYERS** - Chapel11.30 -12.15**EXERCISE CLASS** - Living RoomImage result for excercise clip art12.15 – 1.30 **Lunch**2.00 – 2.30ROSARY – ChapelImage result for rosary clipart2.30 – 3.30Image result for quiz clip art2.30 Hand massage with Sr. Fedilina3.30 – 4.30**Dog Therapy**4.30 Tea5.30 – 6.30**One to Ones** | **MORNING TEA & CHAT**9.30 – 12.30 Hairdresser11.00 **Mass** – Chapel11.30 -12.30 **NEWSPAPER READING** – Living RoomSee the source image12.15 – 1.30 **Lunch**1.30 – 4.30 PHYSIO – booking essential2.00 - 2.30ROSARY – Chapel3.00 – 4.00 YOGA AND TAI CHI LIVING ROOMSee the source image4.30 Tea5.30 – 6.30 **One to Ones**6.00 - 8.00 Card Night in Bluebell | 9.30 – 10.30RADIO MORNING) – Living Room11.00**Mass** – Chapel11.30 – 12.15NEWSPAPER READING – Living RoomSee the source image12.15 – 1.30 **Lunch**2.00 – 2.30ROSARY – Chapel2.30 – 4.00CRAFTSSee the source image3.30 – 4.30Newspaper & Reminiscences – Living Room4.30 Tea5.30 – 6.30**One to Ones** | **MORNING TEA & CHAT**9.30 – 11.00EXERCISE (Individuals) – Living Room9.30 – 12.30Hairdresser11.00**Mass** – Chapel11.30 – 12.15**NEWSPAPER READING** – Living Room12.15 – 1.30 **Lunch**2.00 – 2.30ROSARY – Chapel2.30 – 4.00QUIZ – Living RoomImage result for quiz clip art2.30 – 4.30**ART THERAPY**See the source image4.30 Tea5.30 – 7.00**One to Ones** | **MORNING TEA & CHAT**See the source image11.00**Mass** – Chapel11.30 – 12.15**NEWSPAPER READING** – Living RoomImage result for newspaper clipart12.15 – 1.30**Lunch & Piano** – RestaurantImage result for piano clipart2.00 – 2.30ROSARY – Chapel3.00 – 4.00BINGO – Living Room4.30 Tea6.00 – 8.00Film – Residents Choice – Living Room | 11.00**Mass** – Chapel11.30 – 12.15**NEWSPAPER READING** – Living RoomImage result for NEWSPAPER12.15 – 1.30 **Lunch**1.30 -2.30**HOLISTIC CALLS** – Bedrooms2.30 – 4.00**SPORTS SATURDAY & GAMES –** Living Room**Seasonal Events**Image result for SUNFLOWER clipart4.30 Tea6.00 – 8.00Film – Residents Choice – Living RoomImage result for movie clipart | 11.00**Mass** – Chapel12.15 – 1.30 **Lunch**2.30 -4.30**Occasional Musical Events!!**Image result for MUSIC NOTES**!! Check at Reception !!****Seasonal Events**Image result for EASTER EGGImage result for HALLOWEENImage result for CHRISTMAS4.30 Tea6.00 – 8.00Film – Residents Choice – Living Room |

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**Bon Secours Care Village
Daffodil Unit Appendix 4 (page 1 of 5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Room No.** | **Room SqM** | **Occupancy** | **En-suite** **SqM** | **Fittings** |
| 101 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 102 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 103 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 104 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 105 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 106 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 107 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 108 | 21.0 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 109 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 110 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 111 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 112 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 114 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 115 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 116 | 17.0 | Single | 8.6 | Wash hand basin, toilet, shower, storage unit |
| 117 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 118 | 17.0 | Single | 8.6 | Wash hand basin, toilet, shower, storage unit |
| 119 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 120 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 121 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 122 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 123 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 124 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 125 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 126 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| **Communal Areas** |
| **Room** | **SqM** | **Contents** |
| Day Room 1 | 35 | Tables, Chairs, TV |
| Seating Area | 23 | Table, Chairs |
| Seating Area | 14 | Table, Chairs |
| Day Room 2 | 36 | Tables, Chairs, TV |
| Daffodil Potel Rm | 8.4 | Table, Chairs, Tea & Coffee Station |

**Bluebell Unit Appendix 4 (page 2 of 5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Room No.** | **Room SqM** | **Occupancy** | **En-suite** **SqM** | **Fittings** |
| 200 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 201 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 202 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 203 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 204 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 205 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 206 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
|  |  |  |  |  |
| 208 | 21.0 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 209 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 210 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 211 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 212 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 214 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 215 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 216 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 217 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 218 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 219 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 220 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 221 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 222 | 21.0 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 223 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 224 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| **Communal Areas** |
| **Room** | **SqM** | **Contents** |
| Day Room 1 | 36 | Tables, Chairs, TV |
| Seating Area | 16 | Tables, Chairs  |
| Seating Area | 8.4 | Chairs |
| Seating Area | .40 | Chairs |

**Lee View Unit Appendix 4 (page 3 of 5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Room No.** | **Room SqM** | **Occupancy** | **En-suite** **SqM** | **Fittings** |
| 301 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 302 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 303 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 304 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 305 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 306 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 307 | 21.0 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 308 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 309 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 310 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 311 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, shelf |
| 312 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 314 | 18.0 | Single | 8.6 | Wash hand basin, toilet, shower, storage unit |
| 315 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 316 | 18.0 | Single | 8.6 | Wash hand basin, toilet, shower, storage unit |
| 317 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 318 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 319 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 320 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 321 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 322 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 323 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 324 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 325 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| 326 | 18.0 | Single | 6.5 | Wash hand basin, toilet, shower, storage unit |
| Bathroom |  | Communal | 15.8 | Wash hand basin, toilet, bath |
| **Communal Areas** |
| **Room** | **SqM** | **Contents** |
| Seating Area | 16 | Tables, Chairs |
| Seating Area | 16 | Tables, Chairs |
| Seating Area | 3.19 | Tables, Chairs |

**Woodland Unit Appendix 4 (4 of 5)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Room No.** | **Room SqM** | **Occupancy** | **En-suite** **SqM** | **Fittings** |
| 401 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 402 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 403 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 404 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 405 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 406 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 407 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 408 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 409 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 410 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 411 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 412 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 414 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 415 | 10.0 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 416 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 417 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 418 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 419 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 420 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 421 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 422 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 423 | 21.0 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 424 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| 425 | 14.4 | Single | 4.3 | Wash hand basin, toilet, shower, storage unit |
| **Communal Areas** |
| **Room** | **SqM** | **Contents** |
| Day Room 1 | 25 | Tables, Chairs, TV |
| Day Room 2 | 26 | Tables, Chairs, TV |
| Potel Room(Remembrance Room) | 11.15 | Table, Chairs, Tea & Coffee Station |

 **Appendix 4 (page 5 of 5)**

|  |
| --- |
| **General Communal Areas** |
| **Room** | **SqM** |  |
| Restaurant | 285 |  |
| Chapel | 142 |  |
| Activities Room | 105 |  |
| Seating Area (beside Activities Room) | 16 |  |
| Reception(Seating Area) | 11.90 |  |

**Schedule 2**

**Part 1**

**Individual/ Separate Charges**

The Proprietor and the Resident agree that the Proprietor will provide the following Nursing Home Servicesto the Resident for the further remuneration as specified in Part 2 of Schedule 2:

|  |
| --- |
| **Nursing Home Services** |
|  | Medical care by the Home’s Medical Officers, or by agreement, the Resident’s own General Practitioner, which is not covered by the State Medical Card or General Practitioner’s Card schemes. |
|  | Incontinence Wear not covered by HSE under Medical Card Scheme |
|  | All Therapies requested by Resident  |
|  | Transport, Entertainment or catering costs for external social outings incurred |
|  | Pharmacy charges at cost as incurred, or up to the maximum charge set under the Drug Payment Scheme (DPS Card), if applicable |
|  | Chiropody and Podiatry services |
|  | Ophthalmic and Dental services, not covered by a Medical card |
|  | Hairdressing and other similar services |
|  | Specialist wheelchairs, and medical aids |
|  | Beautician |
|  | Newspapers |
|  | Telephone calls as incurred at cost |
|  | Transport to and from appointments, including the cost of escort care assistants, where incurred |
|  | Prescribed dressings |

**\* The Parties to this Agreement understand that the Services referred to in Part 1 above will be provided to the Resident by the Proprietor and/or any third party service provider with whom the Proprietor has a contractual relationship in accordance with: (i) all applicable legislative and regulatory requirements; and (ii) the fee/cost paying arrangement set out in Part 2 of Schedule 2.**

**Part 2**

Where the Resident is a person who has been approved to receive State Support in accordance with the Act, in addition to the fees payable by the Resident to the Proprietor under Part 2 of Schedule 1, the Parties agree that the Resident shall also pay to the Proprietor the fee for those goods/services provided by the Proprietor to the Resident as more particularly specified in Part 1 of Schedule 2.

**Schedule 3**

**Part 1**

The Proprietor and the Resident also agree that the Proprietor shall provide any or all of the following additional servicesto the Resident for such further remuneration specified in Part 2 of Schedule 3:

**Additional Services**

1. **Activity Coordinator** x 2 - two staff hired to coordinate/implement social care programme
2. **Social Care Programme**, throughout the year - cost of hiring musician, cost of arts and crafts materials
3. **Pastoral Care**  - the daily service of our Bon Secours Sisters, a beautiful chapel and all its maintenance and upkeep, Pastoral Care rooms x 2 for the benefit of visitors of a dying resident, additional cost to Care Village of contracting priest to provide service
4. **Physiotherapy** - physiotherapist on site and available during the week
5. **Restaurant Experience**  - award winning spacious restaurant where visitors can share and dine with our resident – life events shared
6. **Scheduled GP Visits** - GP on site at additional cost to Care Village
7. **Access to Tissue Viability Services** - Specialist wound care nurse attends as required at additional cost to Care Village
8. **Access to Speech and Language Services** - specialist attends as required at additional cost to Care Village
9. **Access to Dietician** - specialist attends as required at additional cost to Care Village)
10. **Organising and facilitating Optician in-house clinics -** spacious consulting rooms provided for consultations
11. **Organising and facilitating Dental** in-house clinics - spacious consulting rooms provided for consultations
12. **Phlebotomy services**, with transportation of samples to lab.
13. **Improving the wellbeing of patients** - Palliative care training and advanced dementia training provided to staff
14. **Sensor alarms** provided (additional cost to Care Village)
15. **Air mattresses** to residents as required (additional cost to Care Village)
16. **Investment in infrastructure** - quality of facility, architecture designed, generous seating areas
17. **Additional Day Rooms** - to provide choices for each resident and areas for them to entertain their visitor and to ensure privacy and dignity for every resident
18. **Sensory Garden**, and several courtyard gardens - to provide choices to every resident and maximise optimal health and wellbeing, also provide opportunity for residents to participate in gardening own designated garden patch

**Part 2**

**The resident who is in receipt of Fair Deal (Nursing Home Support Scheme)**

The current weekly Additional Services charge payable by the Resident to the Proprietor for the provision of such Additional Services as are specified in Part 1 of Schedule 3 with effect on 1st May 2019 is € 7 per day.