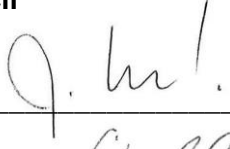



Leamington Mennonite Home
Long Term Care

POLICY AND PROCEDURE

CATEGORY: Resident Care	SUBJECT: Resident Council	SECTION: R POLICY: 8
DATE: September 2004	Administrator: 	
REVISION DATE:	Director of Care: 	

RESIDENT COUNCIL

POLICY:

To give each resident of the Leamington Mennonite Home the opportunity and support to establish and maintain an organized Residents Council. To facilitate communication among and between residents, administration, and the staff of the Home.

PROCEDURE:

- By invitation of the Residents Council, family members or other individuals from the community may attend. The residents of LMH have requested the Administrator attend the monthly meetings to provide information, answer questions and facilitate translation as needed. The Residents Council meeting is bilingual in both German and English.
- Suggestions and complaints from the Residents Council shall be documented, investigated and responded to in writing by the Administrator of the facility within 21 days.
- Upon the Resident Council request the Director of Social Recreation will record minutes of the meeting with distribution to Resident Council binder, Administrator, Board of Directors, newsletter and an easily accessible general location on each floor.
- Upon the Residents Representatives request, the Director of Social Recreational Services assists with communications (i.e. time and place of meeting preparation of meeting place and assisting residents to the meeting). The meetings are held on the 1st Tuesday of each month.
- Where residents do not choose to have or are unable to participate in such a council, the facility shall call annual general meeting for residents and their representatives to which members of the community are invited to attend.
- Each program shall be developed based on residents identified needs and preferences.
- Residents /representatives shall be encouraged to participate in the planning and evaluation of all other programs and services by the Home. This will be done by a Resident Family Council and Resident / Family Surveys.

- Residents/representatives shall be encouraged and supported to participate in determining the types of other programs and services provided by the facility.