

Ministry of Long-Term Care

Continuous Quality Improvement Initiative

As of April 11, 2022, the *Fixing Long-Term Care Act, 2021* (FLTCA) and Ontario Regulation 246/22 have replaced the previous *Long-Term Care Homes Act, 2007* (LTCHA) and Ontario Regulation 79/10 as the governing legislation for long-term care in Ontario. As part of the government's plan to fix long-term care, the FLTCA and its regulation place greater emphasis on resident quality of care, quality of life, and continuous quality improvement.

General Overview

The continuous quality improvement initiative

The FLTCA requires that a licensee implement a continuous quality improvement initiative for a long-term care home. As part of the continuous quality improvement initiative, the FLTCA and its regulation require every licensee to:

- establish an interdisciplinary quality improvement committee, within six months after the coming into force of the applicable section of the regulation under the FLTCA;
- ensure the home's continuous quality improvement initiative is co-ordinated by a designated lead;
- prepare an interim report on the continuous quality improvement initiative for the home for the 2022-23 fiscal year, within three months after the coming into force of the applicable section of the regulation under the FLTCA, and publish the report on its website, subject to the regulatory requirements for websites;

*This document is for informational purposes only. It is intended to highlight some of the new aspects and requirements of the Fixing Long-Term Care Act, 2021 and its regulation. Licensees are responsible for ensuring compliance with the requirements of the Fixing Long-Term Care Act, 2021 and its regulation. In the event of a conflict or inconsistency between this document and the Act or regulation, the Act or regulation will prevail. **This document does not constitute legal advice or interpretation. Users should consult their legal counsel for all purposes of legal advice and interpretation.***

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- prepare a report on the continuous quality improvement initiative for the home each fiscal year and publish the report on its website, subject to the regulatory requirements for websites; and,
- maintain a record setting out the names of the people who participated in evaluations of improvements in the continuous quality improvement report.

Some of these requirements expand the previous legislative requirements. Others replicate regulatory requirements under the previous LTCHA within a continuous quality improvement initiative report, which is intended to streamline reporting and enhance transparency.

The continuous quality improvement requirements are intended to drive continuous quality improvement across and within long-term care homes. They establish a foundation for quality improvement to help long-term care homes meet the diverse needs of its residents, their families and caregivers, and staff.

Licensees are encouraged to leverage existing processes and structures as part of their quality improvement initiative and to develop the policies, procedures, and processes necessary to comply with the FLTCA and its regulation and support further implementation over time.

The continuous quality improvement initiative committee

An interdisciplinary continuous quality improvement committee is intended to support an ongoing culture shift in long-term care that encourages continuous quality improvement through collaboration between the long-term care home's staff and leadership as well as representatives from the Residents' Council and Family Council, if any. The committee is intended to create a safe and collaborative space for its members to fulfil their responsibilities, as set out in the regulation.

The ministry recognizes that it may take time to comply with the requirements of the continuous quality improvement committee as set out in the regulation. Long-term care homes must establish a continuous quality improvement committee within six months after the coming into force of the applicable section under the regulation.

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Required members for the continuous quality improvement committee

The regulation sets out the required minimum membership of a long-term care home's continuous quality improvement committee. Some of the required members include certain representatives from a long-term care home's staff and leadership as well as a representative from each of the Residents' Council and Family Council, if any.

The continuous quality improvement committee, must include at least the following members:

1. The home's Administrator.
2. The home's Director of Nursing and Personal Care.
3. The home's Medical Director.
4. Every designated lead of the home.
5. The home's registered dietitian.
6. The home's pharmacy service provider, or where the pharmacy service provider is a corporation, a pharmacist from the pharmacy service provider.
7. At least one employee of the licensee who is a member of the regular nursing staff of the home.
8. At least one employee of the licensee who has been hired as a personal support worker or provides personal support services at the home and meets the qualification of personal support workers referred to in section 52 of the regulation.
9. One member of the home's Residents' Council.
10. One member of the home's Family Council, if any.

Requirements for the continuous quality improvement committee and its composition address the diversity of long-term care homes across Ontario

The new requirements are intended to drive continuous quality improvement across and within long-term care homes. They establish a foundation for quality improvement to help long-term care homes meet the diverse needs of its residents, their families and caregivers, and staff.

Licensees are encouraged to leverage existing processes and structures as part of their quality improvement initiative and to develop the policies, procedures, and processes necessary to comply with the FLTCA and its regulation and support

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further implementation over time. This may include, but is not limited to, considering ways to address issues such as frequency and mode of meetings, sub-committees, conflicts of interest and privacy requirements, additional members, and additional responsibilities of the committee.

The continuous quality improvement report and the Quality Improvement Plan (QIP) required under the Service Accountability Agreement between each licensee and Ontario Health

A licensee must comply with the FLTCA and its regulation. The FLTCA and its regulation do not prevent a licensee from integrating their QIP into their continuous quality improvement report to streamline public reporting requirements.

Over the upcoming year, the ministry will continue to work with Ontario Health and the sector to look for opportunities to further strengthen and align quality improvement efforts.

The interim report and the continuous quality improvement report

Licensees are required to prepare an interim report for the 2022-23 fiscal year within three months of the coming into force of the applicable section under the regulation. Among other things, it must name the designated lead for the continuous quality improvement initiative and describe the home's priority areas for quality improvement. A copy of the interim report must be provided to the Residents' Council and Family Council, if any, and published on the home's website, subject to the regulatory requirements for websites.

The continuous quality improvement initiative report must be prepared by a licensee for each fiscal year no later than three months after the end of the fiscal year. The first report is for the fiscal year ending March 31, 2023. The continuous quality improvement initiative report must contain, for example, the actions taken to improve quality improvement in the home for the fiscal year and the home's priority areas for the next fiscal year. A copy of each continuous quality improvement initiative report is to be provided to the Residents' Council and Family Council, if any, and published on the home's website. The report does not need to be submitted to the ministry.

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