



LANARK LODGE

A Planning Guide for Individuals and Families

The move into long-term care will be a major change for you and your family. The following information will help you prepare for this move.

This handout provides you with information about Lanark Lodge.

Things to Know About Lanark Lodge

- There are 163 beds with one of them being a respite bed
- There are 4 neighbourhoods with lounges in each neighbourhood:
 - Oakridge – 18 residents – more independent residents – located on the main floor at the front of the building
 - Maples – 43 residents – this is a secured neighbourhood to ensure residents who may wander out of the building are safe – located on the main floor at the back of the building
 - Honeysuckle – 47 residents – located on the 2nd floor at the back of the building
 - Evergreens – 55 residents (including 1 respite bed) – located on the 2nd floor at the front of the building

- **Types and number of rooms:**
 - (58) Private room: private bedroom & private bathroom
 - (33) Semi-private room: private bedroom & shared bathroom
 - (71) Basic room: shared bedroom & bathroom with 1 other person
 - (1) Respite room: private bedroom & bathroom
- The Norm Ferrier Room by the front door can be booked for family events at no charge – dishes and small kitchen available for use when you book the room

Trust Accounts

You will be asked to sign an Unfunded Services Agreement in order to cover any optional services such as supplies from the tuck shop, hairdressing or cable television, and to allow you to make cash withdrawals. An initial deposit of \$300 is suggested, to be placed in a trust account, which is a bank account that you can access during regular business hours. A minimum balance of \$50 is required. Residents can add or remove services from their trust account by notifying the business office staff and completing a new Unfunded Services Agreement.

Monthly statements

Resident or your POA for Finance will receive a monthly statement, confirming what monies have been withdrawn, and a list of the various services that were provided in return. By reviewing your monthly statement, you can determine how often you need to make deposits.

Services Available at Lanark Lodge at No Charge

- Oakridge and Honeysuckle have access to desktop computers that the residents can use.
- There is a laundry room on the main level for residents which to do their own laundry – no cost
- Storage lockers for seasonal items in the lower level
- Personal toiletries (soap, shampoo, razors, incontinent products)
- Seamstress – (In the lower level) they will label clothing and will open the back of clothing if needed. Other sewing repairs need to be arranged by families.

- 7-day a week laundry service at Lanark Lodge
- Pastoral Services – if requested – Worship service most Sundays
- Active Recreation department (1:1 and group activities, exercise classes)
- Active Volunteer program (all fundraising, tuck shop proceeds and profits go back to resident programs or equipment i.e. large common televisions, patio furniture etc.)
- Physio therapy programs (Physiotherapist on site 1 day/week and physio therapy assistants follow up with prescribed program)
- Occupational Therapist Assessments if required
- Dietitian in-house – We have varied textured diets to meet the needs of the residents
- Nursing Restorative program
- Pharmacist one-two days a week
- Lanark County Mental Health Services if required
- Pain Management Specialist if required
- Lanark County Mental health monthly
- Behavioural Support Services as needed

Services Available at Lanark Lodge for a Fee

Billed through your Trust Account

- Residents can have their own internet in their room (must use Lanark Lodge's provider)
- Television and/or Telephone for a monthly fee (can be connected shortly after admission – must use Lanark Lodge's provider)
- Hair dresser (in the lower level) for a fee from trust account
- Personalized Recreation Programs (such as the diners club)
- Accompaniment to appointments – Transportation
- Tuck shop purchases (treats, some personal items etc.)
- Wheel chair, walker or equipment repairs (if approved by the resident or Power of Attorney)

Billed by the Provider

(These services must be arranged by the resident or Power of Attorney)

- Music therapy for a fee – Power of Attorney may be notified if staff have identified that the resident would benefit from music therapy
- Foot care for a fee
- In-house dental service for a fee
- In-house ophthalmologist for a fee
- Any medications not covered by the government – (your medications are managed by Lanark Lodge's pharmacy provider)
- Wheel chair and walker purchases

What you CAN Bring to Lanark Lodge

- A television (if wall mounted it must be 32" or less)
- A chair
- A small dresser (approximately 3 feet wide and 4 feet tall)
- Lanark Lodge supplies the bedside table
- Pictures (maintenance will hang your pictures)
- Washable, non-shrinkable clothing that does not need special cleaning care. We cannot be responsible for clothing that may shrink
- Please bring only the clothing for the current season as there is limited room in your closet – any clothing that is brought in needs to go to the front reception with the resident's name on the bag so that they can be labelled by our seamstress so that staff know who they belong to
- Shoes and slippers that are flat and non-slip
- Personal toiletries
- Assistive devices such as walker or wheel chair
- Bed comforter
- Alcohol (requires a physician's order and is stored in the medication room)
- When a resident leaves Lanark Lodge we do not accept donations of used furniture, clothing, wheel chairs or walkers. The family are responsible for removal of all their personal effects and furniture.

What you **CANNOT** Bring to Lanark Lodge

(All electrical devices must be checked by maintenance prior to use)

- Refrigerator for your room
- Scatter rugs or mats
- Heating pads
- Humidifiers
- Electric coffee makers or kettles
- Electric blankets
- Extension cords
- Your own bed or mattress
- Your own bed helper
- Curtains
- Perfumes, strong smelling deodorant, shampoo etc. (we are a no scent facility)
- Nail polish remover, bleach, mouthwash

Other Information

Initial Care Conference

- Within 4 - 6 weeks after your admission, you will be invited to attend a Care Conference. You are encouraged to have family or other members of your care team attend. This is an excellent opportunity to review your care plan and have any other questions or concerns addressed. You are encouraged to write any questions down, to ensure that all of your concerns are covered.

Resident Council

- Residents are encouraged to attend the monthly resident council meetings. This is your opportunity to express any concerns or observations you have about your new home. Residents are free to comment on issues related to any services.

Council of Family and Friends

- Lanark Lodge hosts monthly meetings for the Council of Family and Friends. This group is available to any members of your family or friends who may wish to participate. The Council of Family and Friends advocates on behalf of residents.

Visiting Hours and Signing In

- As Lanark Lodge is our residents' home, there are no visiting hours. You may find the doors locked if you arrive very early or late. Press the green button for assistance and a staff will come to your aid. Please sign in and out each time you visit, so that Lanark Lodge knows who is in the home at all times, in case of an emergency.
- There is a book on each neighbourhood for the residents to sign when they go out and when they return.
- Be assured that your pets will be welcome to visit provided they have proof of annual up to date vaccinations (provide to the front office), are well behaved and remain on a leash. They are not allowed in the dining rooms.

What Can You Do To Prepare?

Preparing for the move into a long-term care home can greatly reduce the stress that you and your family members experience.

- Make a list of all of the mail that will need to be re-directed to the home once you move. Prepare change of address notices for any services or family and friends that will need this information.
- Make a list of all of the services that will need to be cancelled once you move, such as telephone, cable, satellite television, internet, utilities and heat. Arrange for family and friends to be responsible for these changes when needed.
- Pre-arrange a plan for transporting you and your belongings to the home. Ensure you have adequate help on moving day.

- Gather all of your personal identification. Be sure you have your health card (HIN), social insurance card (SIN) and if applicable, veterans identification card on hand.
- Store your original documents in a safe and accessible place: Power of Attorney documents for Property and Power of Attorney for Personal Care; last Will and Testament, living Will and Advance Directives if applicable.
- Please get a copy of your most recent vaccinations from your physician to ensure your immunizations are current. If you are over 65 years of age a chest x-ray for TB (tuberculosis) will be required. If you have not had one prior to admission we can arrange the x-ray to be done after admission.

Admission Checklist

- Original Power of Attorney for Property – A legal document that appoints a person to make financial decisions for you
- Original Power of Attorney for Personal Care – A legal document that appoints a person to make decisions about your personal care (e.g. medical treatment, where you live)
- Section of the Last Will and Testament only that names the executor/executrix, Living Will and Advanced Directives
- Health Card, Social Insurance Card, Veteran's ID card
- Payment for monthly accommodation – A void cheque if using the pre-authorized payment option or 12 postdated cheques; You can also do e-transfers
- Payment for the trust account – To cover extras personal costs
- Most recent Notice of Assessment from Revenue Canada, if applying for a reduction in the basic accommodation fee (does not apply to private or semi-private rooms)
- All current prescription medication in their original containers. Please do not fill any new prescriptions

When a bed becomes available from one of your selected long-term care homes, you will receive a call from the Local Health Integration Network (LHIN) and then a call from Lanark Lodge.

Please arrange a family member to accompany you. If you have a Power of Attorney for Finance and/or for Personal Care, these individuals should be available to accompany you to the home and to remain for the admission as there are documents that need to be signed.

CONTACT INFORMATION

Main Phone Number 613-267-4225

Office Manager (Tour, Financial, Power of Attorney Questions): Ext 7104

For Nursing Questions Contact the RN in Charge: Ext 7651

Associate Director of Care for Evergreens and Oakridge: Ext 7207

Associate Director of Care for Honeysuckle and Maples: Ext 7206

Director of Care: Ext 7201

Recreation Manager: Ext 7105

Dietitian: Ext 7302

Administrator: Ext 7101