
Fairview Home



Resident Information Booklet



BRANDON REGIONAL HEALTH AUTHORITY

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Brandon Regional Health Authority

Fairview Home

Resident Information Booklet

Dear Resident:

The Staff of Fairview Home extend a cordial welcome to you.

The information contained in this pamphlet will help you make an easy transition from your former residence. It will acquaint you with some of the services, activities and policies of the home, to ensure maximum safety and benefits while enjoying your new way of life here.

Our staff will assist you in every way possible. We hope you will be pleased with our facility.

If there is anything you feel we could do to improve the standards of care or services available to you, we would appreciate your comments.

MISSION STATEMENT

Fairview Home, in a caring atmosphere, provides programs, services, and skilled staff to deliver optimum care to individuals in need. Programs meet the special and changing needs of individuals and maximize health and independence.

Acknowledging the infinite value of every human life, Fairview Home respects the rights of individuals to live and die in dignity.

GOALS

- 1. To ensure efficient, effective co-ordination and management of programs and services.**
- 2. To maintain an on-going review of the organization and make modifications to ensure administrative systems and supports are provided to meet the changing needs of programs.**
- 3. To maintain and strengthen an interdisciplinary environment that involves Residents, families, volunteers, and all levels of staff.**

Revision Date: October 2010

FAIRVIEW HOME

RESIDENTS' BILL OF RIGHTS

Every Resident Has The Right To:

- ❖ Be treated with respect, dignity, and courtesy
 - ❖ Be as independent as possible
 - ❖ A home like, comfortable, caring, safe, clean environment
 - ❖ Shelter, food, clothing and to be cared for in a manner consistent with their needs
 - ❖ Have equal access to care (physical, social, emotional) and staff time
 - ❖ The care he/she requires according to the Resident care plan
 - ❖ Have the right to choose the clothing they would like to wear
 - ❖ Expect staff to advocate for all Residents when the need arises
 - ❖ Have another person advocate in their behalf if he/she is unable to
 - ❖ Choose recreational activities
 - ❖ Die with peace and comfort with family or other present
-
- ❖ Ensure all medical, financial records and personal information be kept confidential
 - ❖ Send and receive correspondence without interference
 - ❖ Communicate with and have visits to and from family, friends and others
 - ❖ Meet and communicate with their legal representative as often as necessary and in private
 - ❖ Choose private time
 - ❖ Privacy during treatment and in caring for his/her personal needs
 - ❖ Be addressed by the name of his/her choice
 - ❖ Have somebody knock on their door and identify themselves before entering the room, except in emergencies or at night
-
- ❖ Exercise their choice of religion, culture and language
 - ❖ Personalize their room in keeping with safety standards
 - ❖ The resident and/or their legal representative to be fully informed of medical treatments, including medication, and have the right to choose or refuse and to be informed of the consequences
 - ❖ Have staff identify themselves, and the role they serve
 - ❖ Be informed of how to deal with concerns/complaints

FAIRVIEW HOME

RESIDENTS' RESPONSIBILITIES

Every Resident Has The Responsibility To:

- ❖ Treat all staff and fellow residents with respect
- ❖ Adhere to the fire code regulations
- ❖ Smoke only in designated smoking areas
- ❖ Make staff aware of when you are leaving the facility and approximate time of return
- ❖ Make staff aware of any change your health status

ADMINISTRATION

Mrs. Bonnie Andrews, Food Production Supervisor
Mrs. Cheryl BourdeauD'Hui, R.P.N., R.N. – Director of Resident Services
Mrs. Carla Elliott, R.N., B.ScN – Infection Prevention and Control Practitioner
Mrs. Mary Mitchler, BSW, RSW, Social Worker
Mr. Rick McMillan, Facility Engineering Services
Ms. Sandy Naismith, Food Services Supervisor
Mrs. Lori Randall, R.P.N., B.ScPN – Mental Health Resource Nurse
Ms. Heather Robertson, Environmental Services Supervisor
Ms. Jean Robson, R.N., Staff Educator
Mr. Ken Shepherd, B.R.S., Manager - Recreation
Mrs. Angela Stewart Lamport, BSW, RSW – Social Worker
Ms. Jackie Wright, R. D., B.H.E., B.Sc., Clinical Dietitian

MANAGERS of the UNITS

Ms. Nancy Teney, R.N. – 1st Unit
Ms. Della Mansoff, R.P.N., Ad – 2nd Unit
Ms. Deanne Baker, B.Sc.P.N., R.P.N. – 3rd Unit
Ms. Treena Slate, R.N., G.N.C. (C) – 4th Unit
Ms. Tracey Hanson, R.N. – 5th Unit

Fairview Home
1351 – 13th Street
Brandon, Manitoba
R7A 4S6

Phone: 728-6696
Fax: 727-7616

www.brandon.mb.ca

Link: Long Term Care

Link: Fairview Home

RESIDENTS' BILL OF RIGHTS

The Fairview Residents' Bill of Rights outlines the rights and responsibilities to which each Resident is entitled. It is an authorized document to affirm the essential relationship between Residents, Families and Staff of Fairview Home. The Residents' Bill of Rights is posted at both the South and West Entrances and on each unit. Please take a few minutes to review the document.

ABUSE

Every Resident has the right to be free from all forms of abuse. Policy #S.3001 states any person who knows or suspects that abuse has occurred or is likely to occur shall report the incident to his/her supervisor, Manager of the unit or Department Head. The Protection for Persons in Care office can also be contacted directly at 1-866-440-6366. If you have any questions or concerns please speak with the Manager of your unit or the Director of Resident Services.

COMPLAINT PROCESS

Ongoing quality care is important to us. Managers of the units are available to discuss concerns that you may have regarding to care of the residents. Department Supervisors are also available to discuss concerns you may have within their specific department. If you feel the results of your concern are not satisfactory, please contact the Director of Resident Services.

RESIDENT COUNCIL

Fairview Home has advocated the formation of a Council as representative of Residents of the Home. The purpose of the Council is to participate in the decision making process in accordance with identified resident needs/issues.

Meetings are held twice yearly on each Unit and are coordinated by the Recreation Department.

Residency on the Unit constitutes membership and residents are encouraged to participate.

Meeting date and time will be posted on the Unit.

FAMILY INTEREST GROUP

The Family Interest Group has been established to enable the process for family participation in Facility issues and planning.

All families are eligible and encouraged to participate.

The Council is facilitated by Social Work.

Meetings are held bimonthly.

NURSING

Professional nurses and health care assistants are on duty 24 hours a day. Care, under the supervision of the Director of Resident Services, is provided within the established policies, procedure and Standards of Practice.

Nursing continued...

A Manager is designated to each Unit and is responsible for the coordination of care. Input by Residents and their significant others in the planning, monitoring and evaluating individual care is encouraged through the Manager and participation in Resident Care conferences scheduled annually.

A nurse and health care aide will be assigned as the Primary to coordinate the care planning for each Resident.

Foot Care for Seniors – If additional services are required, Foot Care for Seniors (a private service) is available on request. Fees apply.

REHABILITATION SERVICES

Occupational Therapy, Physiotherapy and Speech-Language Pathology provide Rehabilitation Services on a consultative manner to the residents at Fairview Home. Referrals can be made by the resident, family and nursing.

An on-site program under the direction of the therapists is provided by a Rehabilitation Assistant. Referrals to the program are prioritized based on individual needs and staff availability. Each resident participating in a rehabilitation or maintenance program will have set goals and will continue with the program for a set period of time.

CLINICAL DIETITIAN

A Clinical Dietitian is available to assist residents with healthy food choices and help individualize their meal plans to meet their nutrition and mealtime social/cultural needs. The Dietitian will work with each resident and/or family to implement a nutrition care plan that identifies any nutrition concerns present with a focus on resident wishes for strict or liberal diet control and quality of life.

RECREATION PROGRAMS

A variety of programs and activities are designed to enhance the Residents' life. Activities are provided to meet the unique needs and interests of individuals, while respecting the individuals' right of privacy or desire for involvement. A social calendar is published each month and is posted for your convenience.

Families are encouraged to participate with in-house activities.

The Fairview van is used for planned activity outings.

Volunteer Services coordinates the availability of reading material from the Brandon Regional Library. Large print books are available.

SOCIAL WORK

Social Work provides counselling and practical assistance to help the Resident and families deal with the social, emotional and economic factors related to daily living, chronic illness and disability, and to the transition to institutional care.

PHYSICIAN, DENTIST, OPTOMETRIST AND OTHER PROFESSIONAL SERVICES

An attending physician will be designated on admission. The Resident's health care needs shall continue under the supervision of the physician. Dentist, Ophthalmologist or Podiatrist of choice will follow as needed. Should you require a medical appointment outside the facility, we encourage you to have a relative or friend accompany you to appointments. If necessary, medical escort may be provided. Residents will be responsible for any costs incurred.

MENTAL HEALTH SERVICES

The Mental Health Resource Nurse provides specialized assessment, treatment and intervention to residents who are experiencing difficulties with day-to-day functioning due to mental health problems. They may include: depression, dementia, anxiety or other psychiatric conditions. Psychiatry is available on consult.

EDUCATION

Education and/or information on a variety of topics is available to Residents and designates, as requested through the Manager of your unit, Resident Council or Family Interest Group meetings.

HEALTH CARE DIRECTIVES

An Advanced Health Care Directive (also referred to as a living will) is a legally binding document to communicate a person's preference regarding life-sustaining treatment in the event they become incapable of doing so if unable to communicate his/her wishes. The Advanced Health Care Directive may outline the specific wishes of the person and/or name an appointed decision maker (proxy) who may act on the person's behalf. No special forms or lawyers are required to prepare an Advanced Health Care Directive but it must be signed and dated by the maker.

Should a resident choose to make a written Health Care Directive or has previously created one and wishes to have it on file at Fairview Home, the health record (resident's chart) will be flagged so that all staff are aware that the document exists so actions may be taken accordingly.

END OF LIFE CARE PLANS

In the absence of a Health Care Directive, residents are encouraged to complete an End of Life Care Plan to ensure resident's wishes are maintained. A guide is available to assist individuals in making decisions regarding end of life care. Your physician and nurse on your unit are able to answer any questions you may have regarding end of life care.

CARDIOPULMONARY RESUSCITATION (CPR)

Nursing staff in the facility are able to provide cardiopulmonary resuscitation (CPR) to residents who choose this medical intervention within their End of Life Care Plan (Level 4) or Advanced Health Care Directive. Fairview Home has an automated external defibrillator (AED) located on the main floor near the main elevators. There are some exclusions to this which need to be discussed when choosing an End of Life Plan.

RESTRAINT POLICY

"Any restriction/reduction of voluntary movement or freedom implemented to ensure the safety of self, others or the physical environment is a restraint." Examples of restraints include the use of 2 side-rails, wheelchair lap belt / lap-tray, a chair that prevents rising, etc.

Restraint Policy continued...

The Brandon Regional Health Authority supports a “least restraint” philosophy with restraints implemented only when necessary to prevent harm to residents, staff or others. Restraints are used as a last resort after all other methods have been explored as determined by the interdisciplinary team.

Fairview Home has a restraint policy that complies with provincial policy and prescribes the assessment, the order, the plan of care and reassessment for the use of restraints. The Interdisciplinary Restraint Assessment Team (including the resident/family) order the use of the restraint and written consent is obtained from the resident/family for the use of the restraint. The utilization of the restraint must be in the best interests of the resident and consistent with the overall therapeutic goal. Fairview Home makes efforts to limit restraint use where possible.

Re-assessment for the continued use of the restraint is required every three (3) months by the interdisciplinary team or as the resident’s condition changes.

MEDICAL SURGICAL SUPPLIES

Necessary supplies for Resident care are provided by the facility. Non-prescription supplies are the responsibility of the Resident.

NUTRITION SERVICES

This department provides regular and therapeutic diets. Menus are planned with every effort to consider individual likes and dislikes.

MEAL SERVICE

1. Dining Room (each floor) meals are served at 8:30 a.m., 12:10 p.m. and 5:00 p.m.
2. Alternate meal settings are available for infirmed individuals requiring additional assistance or supervision.
3. Nourishment passes are provided 3 times per day.
4. Arrangements for birthday parties, anniversaries, etc. are to be made in advance through the Recreation Department. A nominal fee is charged by Nutrition Services.

CAFETERIA-STAFF DINING ROOM

Service is available seven (7) days a week. Family and guests may use this facility, which is open from 8:30 a.m. to 6:45 p.m. The cafeteria is closed daily from 10:15 a.m. to 10:30 a.m. and 12:50 p.m. to 1:30 p.m., 3:00 p.m. to 3:15 p.m.

VOLUNTEER SERVICES

The Volunteer Coordinator recruits volunteers from the community. These volunteers will meet the unique needs of individual Residents. Volunteers are considered members of the health care team.

BEAUTY PARLOUR AND BARBER SERVICES

“Hair Flair” is located on the Main Floor near the Activity Centre. The Hairdresser's hours are Monday to Friday, 9:00 a.m. to 4:00 p.m. Barber services are available every Monday morning. Rates are posted in the shop and are the responsibility of the Resident.

SPIRITUAL SERVICES

Weekly Church Services are conducted by members of the Brandon Ministerial Association. Services are conducted on a rotational basis by the Association. Relatives are encouraged to join Residents attending these services. Regular Religious services are coordinated by the Recreation Department. Special Religious observances are accommodated when possible. A Chapel is located on the main floor of the Facility.

PHARMACY

Prescription drugs are supplied daily by Pharmamedic Services Inc. The cost is covered by Manitoba Health. Medication not included in the Drug Program Information Network may not be covered and nursing will advise if additional charges may be incurred by the Resident.

All medications administered to Residents shall be ordered by the attending physician and dispensed by the Nursing Staff.

AMBULATORY AIDS AND EQUIPMENT

The obtaining and maintenance of equipment such as wheelchairs and accessories, walkers etc., is the responsibility of the Resident or their designate. Please consult with the Manager on your unit prior to purchase of any equipment.

TRANSFERS (INTERNAL)

Admission to the facility is initially semi-private accommodation. A waiting list is coordinated for those requesting private accommodation. Miscellaneous transfer costs (i.e. cable and telephone) are the responsibility of the Resident or financial designate.

Transfers within the Home will be made when indicated by medical and/or nursing assessment. Families will be notified prior to transfer. If the Home initiates the transfer, any costs will be covered by the Facility.

PERSONAL CLOTHING

1. All personal clothing must be identified by a permanent name tag. A \$20.00 fee is charged for providing and attaching tags. All clothing brought to the Facility should be left at the nursing unit for marking.
2. Personal clothing is laundered within the Home.
3. Dry cleaning is sent to a commercial laundry at the Resident's expense.

PERSONAL HYGIENE ITEMS

Supplies for personal hygiene such as soap, toothpaste/brush, denture cleaner, and shampoo are provided. Items may be generic, so in the event of personal brand preference, they become the responsibility of the resident.

Personal Hygiene Items continued...

Body powders are not permitted. Refrain from purchasing scented products, as other Residents, staff or visitors may be allergic.

“Use of scented and fragrant products, and highly scented flowers by Brandon Regional Health Authority employees, physicians, volunteers, patients, and visitors is discouraged. Use may be prohibited if circumstances warrant.” (Brandon RHA policy #S.5.090)

Residents are responsible for providing their own facial tissue, cosmetics, and deodorant.

Incontinent products are supplied.

MAINTENANCE, HOUSEKEEPING AND LAUNDRY SERVICES

A full range of progressive Maintenance, Housekeeping and Laundry services ensure a safe, clean and efficient facility for Residents, staff and visitors. A cost for the repair or maintenance of personal items is the responsibility of the Resident.

Resident's rooms, bathrooms, lounges and furnishings are maintained in a clean and sanitary condition by staff. Specific procedures are followed to keep the Home clean, safe and attractive.

Laundry services area provided daily. A washer and dryer are available, at no cost, to Residents who prefer to do their own laundry.

We appreciate your co-operation and assistance in helping to keep your room neat and tidy. The Fire Commissioner's Office requires your co-operation in discarding combustibles such as out-of-date newspapers, unused clothing, etc.

OUTREACH PROGRAMS

RESPITE CARE

Fairview Home offers a respite care program, (which provides a period of relief), for caregivers of dependent individuals by allowing for a planned short-term intermittent admission. BRANDON RHA Home Care is involved in identifying the needs for this resource.

ADULT DAY PROGRAM

Fairview Home sponsors an Adult Day Program. The primary objectives are to strengthen the individual's ability to function within their own home by promoting physical/social activity and to provide respite for the caregiver. BRANDON RHA Home Care is involved in making the referrals.

GENERAL INFORMATION

BUSINESS OFFICE

The Business Office is open to assist Residents and families with general financial information, rent and trust accounts. This office is located near the 13th Street entrance and hours of operation are 8:00 am to 4:00 pm. Monday to Friday, excluding statutory holidays.

VISITING HOURS

No restriction.

PET VISITATION

Fairview Home allows the visitation of pets; however, these visits must be approved by the Manager of your unit. For a pet visitation to be approved, vaccinations must be current and a copy of their record must be provided to the Personal Care Home. An updated vaccination record is required by Fairview Home annually.

Pets must be supervised at all times by the owner and need to be leashed or in a carrier. We would ask that the pet only interact with the resident(s) it was intended to. Staff may ask handlers to remove the pet from Fairview Home at any time during the visit.

RESIDENTIAL CHARGES

A daily rate, established by the Manitoba Health is payable monthly in advance on the first day of each month, (including leaves, hospitalization). You may make this payment personally, or your family or other responsible party may look after this obligation. Receipts for payment are issued. The assessed rate is applicable to all types of accommodation available at the facility.

TRUST ACCOUNTS

A Trust Account is maintained by the office staff for Resident's convenience. Funds must not exceed \$400.00. Deposits and withdrawals may be made from Trust Accounts during office hours. Resident and Trust Fund Agreements must be signed on admission by the Resident or designated responsible party.

PERSONAL VALUABLES

We urge Residents to keep minimal funds in their possession. We suggest that no more than \$10.00 be kept on hand.

Fairview will not be held responsible for personal valuables, jewellery or money. The Resident should consider insuring personal valuables with a carrier of their choice.

PERSONAL AND FINANCIAL MATTERS

Instances arise from time to time when Residents need assistance in managing personal and financial matters. We recommend that you make arrangements with a bank, your lawyer, or responsible family member, whereby a method is established so that your estate and affairs will be protected and managed in the event of your incapacity to act. These arrangements are necessary and useful, regardless of the value of your estate. Staff is not permitted to endorse or witness legal documents unless directed by the facility's legal counsel.

Personal and Financial Matters continued...

Please inform the Social Worker or Business Office of relevant details for notation on your personal file. Please be assured that we carefully guard the confidentiality of your records and information contained therein. A copy of the appointment of Power of Attorney, Committee shall be requested for the resident's file.

Filing of the Revenue Canada Tax Return is the responsibility of the Resident.

If you have previously planned arrangements regarding insurance, Blue Cross, prepaid funeral plans, etc., we should record this information on your records.

The facility shall communicate pertinent information to the family member designated as first contact. It is the responsibility of that individual to inform other family or interested parties.

Information regarding Income Security Programs is available through Social Work.

INSURANCE

In the event of fire, Fairview is insured for a limited loss of your valuables. In order to protect your own valuables from loss, we recommend that you secure a personal insurance policy, with a company of your choice.

HOSPITALIZATION

During any hospital admission the Resident is responsible for payment of the usual assessed per diem.

TRANSPORTATION

Manitoba Health will fund the patient's cost of land ambulance inter-facility transports (IFT) when the patient is a Manitoban, the ambulance is medically necessary and the IFT is between designated health facilities.

Policy Criteria:

Residents are eligible for funded IFT when all the following criteria have been met:

- a) The resident is an insured person under *The Health Services Insurance Act* and does not have access to other coverage ("other coverage" as defined within this policy).
- b) The resident must medically require transport by an ambulance and the IFT must be approved by a physician or an individual with delegated medical authority by the applicable RHA.
- c) The resident is being transported by ambulance between or among designated health facilities for the purpose of accessing diagnostic services or treatment that are not available in the referring facility.

Further details and explanations may be secured at the Business Office or from the Manager on your unit.

FIRE SAFETY

1. All Residents are expected to respond to the fire alarm (sound of fire bells or announcement over the public address system). Remain where you are and await further instruction.
2. If a fire occurs in your room, leave your room, close the door and pull the nearest fire alarm.

ELECTRICAL APPLIANCES

For the safety of the residents, heat generating equipment such as kettles, coffee makers, electric blankets, heating pads, humidifiers, space heaters, irons, curling irons, etc are not permitted by the order of the fire commissioner.

Bar fridges are not to exceed 2.5 cubic feet will be permitted in the residents rooms. The residents and or family assume sole responsibility for the maintenance and cleaning of the fridge. Portable air conditioners, battery operated transistor radios, halogen lights are not permitted in the building.

To insure the safety of the residents, Medical electronics must inspect all televisions, VCR's, DVD players, electric chairs, fridges, etc after admission to insure they meet the required safety standards. Electric chairs will be inspected yearly and after any repairs. Televisions and VCR's DVD players will be checked following any repairs.

Electric chairs that have a high voltage remote (120 volt) are not permitted in the building.

Should safety concerns be identified resident and family members will be notified and asked to remove the items.

SMOKING

- As of May 31, 2005 the Brandon RHA grounds will be smoke free, including Fairview Home.
- Smoking is not permitted in Resident rooms, but Residents may still smoke in designated areas only. Visitors and staff are not permitted to smoke in the Home or on the grounds.
- Disposable lighters are to be used in place of matches.
- The "Quit 4 You Program" is a support program available to Residents who are interested in smoking cessation. Please see the Manager of Resident Care on your unit for further details.

TELEPHONES

All accommodations have been equipped with jacks. Phones are available (at Resident's expense) from Manitoba Telephone System. Phone hook-up and transfer costs are regulated by MTS. For your convenience, there are two (2) pay telephones located within the home.

For privacy, a cordless phone (local calls only) is available to Residents and families at the 3rd unit desk. The Business phones are not available for personal use.

T.V. CABLE SERVICE

Cable service is available in all Residents rooms from Westman Communications, at the Residents expense. The charges for hook-up and transfer of service are set by Westman Communications Group.

MAIL

Stamps may be purchased from the Tuck Shop. Mail (outgoing) may be left at the Nursing Station on your floor. Incoming mail is sorted in the Business Office and delivered to the Residents.

RESIDENT COMPUTERS AND EMAIL

We have a resident computer in the Activity Centre for use by Residents. The computer was purchased through the Fairview Foundation. It is available on a first come-first serve basis. If any resident would like instruction on how to use the computer, contact the Recreation Facilitator on your unit and they will put in a requisition for a volunteer.

For residents who wish to use email, there are three options:

1. If you are familiar with computers and the Internet, go ahead and set up an email account on one of the free services available (hotmail, yahoo, etc.). You will be able to check your emails using the resident computers.
2. If you are not familiar with computers but want to learn to send and receive emails on your own (and other computer skills), contact the Recreation Facilitator on your unit and they will put in a requisition for a volunteer to provide you with instruction. The volunteer will be able to help you set up an email account and teach you how to access the account. You will then be able to check your emails using the resident computers
3. If you want to receive emails from friends/family, but are not interested in sending emails or in learning about computers, you can give the following email address to people: shepherdk@brandonrha.mb.ca. Please include the name of the Resident in the subject line. Emails will be printed and delivered to you by Recreation Facilitators.

DAILY NEWSPAPERS

Arrangements for daily newspaper service to your room can be made by contacting the Brandon Sun Circulation Department. It is requested that you prepay your subscription 3 months in advance.

ROOM FURNISHINGS/STORAGE

1. The Home provides basic furnishings in all Resident rooms. Residents are encouraged to personalize their accommodation with appropriate items such as portable T.V. (flat screen TVs are not to exceed 32"), radio, pictures, clock and chair. Prior approval must be obtained from the Environmental Services Supervisor, for items other than the above mentioned.

The cost of cleaning personal belongings such as upholstered chairs and bedspreads is the Resident's responsibility

2. Due to limited space, storage is only available for a few suitcases or a trunk. Residents' furniture cannot be stored in the Home.
3. Once the room is vacated it is requested arrangements be made for personal belongings to be removed within 2 days. If you are wishing to donate articles, please speak to the Manager of the unit.

SECURITY

Exit doors are equipped with alarms. Residents designated at risk for elopement maybe monitored by Code Alert.

ALCOHOL

Alcoholic beverages may be consumed in accordance with the policy of the Brandon Regional Health Authority (S.6.100). Please check with the Manager of Resident Care.

TUCK SHOP / CONVENIENCE SHOP

A supply of confectionary items are available in the Tuck Shop on the main floor, near the reception desk. Hours of operation are posted throughout the facility. A portable 'Tuck Shop' makes scheduled visits every second week to each floor.

ORCHARD GARDEN LOUNGE

This facility was funded by the late Miss Maude Orchard, a former Resident of Fairview. Her wish was that this area be used for the enjoyment of the Residents, staff and guests of Fairview Home. Maintenance is by the Fairview Home Foundation.

There are established policies for the use of the Orchard Lounge by community members. Bookings can be made by contacting the Business Office. A deposit is required for all bookings.

GROUNDS

The facility has outdoor areas for the use and enjoyment of residents. East of the south entrance are benches sheltered by wind sensor-equipped awnings. The gazebo further to the east is accessible during the day hours. An enclosed patio is located north of the east parking lot. A courtyard is also accessible from within the building.

In addition to the areas highlighted, benches are located around the perimeter of the building.

GUEST ROOM

A "Guest Room" is available for out of town visitors. Rates are \$20.00 per night for single and \$35.00 per night for double (plus GST). Bookings for the Guest Room must be made in advance with the Business Office at 728-6696. Check in time is 1:00 p.m. and check out time is 11:00 a.m.

GRATUITIES, TIPS, ETC.

STAFF MEMBERS ARE NOT PERMITTED TO ACCEPT GRATUITIES, GIFTS, ETC.

VAN FUND AND DONATION ACCOUNT

The Fairview Foundation Board of Directors administers money donated or bequeathed to the Home. Receipts are issued and can be used for Income Tax purposes.

Please visit our website for more information at:

www.brandon.mb.ca

Link: Long Term Care

Link: Fairview Home