

AMICA

P E E L V I L L A G E

**Amica Peel Village
223 Main Street South, Brampton ON
L6Y 6H1**

Resident Handbook

Updated: January 2026

Dear Resident,

I would like to take this opportunity to welcome you to Amica Peel Village. We look forward to serving you and planning our days around your needs and interests.

This Handbook, along with the Resident Agreement and the Community Home Information Package (CHIP), contains all the necessary information regarding your new home. This information includes all our services and special procedures pertaining to your safety and security. If you have any questions, please do not hesitate to speak with myself or any of the other Managers at the Community.

Thank you for choosing Amica Peel Village to celebrate this new chapter in your life and welcome to your new HOME!

Sincerely,

A handwritten signature in black ink, appearing to read 'L. Gauci'.

Lisa Gauci
General Manager

Meet the Leadership Team

Amica Peel Village Main Number 905-460-0080



Lisa Gauci – General Manager 905-863-0994

Lisa is responsible for the overall operations of Amica Peel Village. She is here to assist with any of your questions or concerns and welcomes any suggestions you may have to improve the services provided at Amica Peel Village.



Aziza Abawi – Director of Wellness 905-863-0989

Aziza is responsible for all aspects of Resident assessments, implementation and coordination of personal care, medications and/or other assistance provided by our Care Team Members. Care Team Members are available 24 hours a day. If you have any health concerns or questions regarding your care, please speak to a Care Team Member.



Daniela Ronca - Community Operations Manager 905-863-0991

Daniela is responsible for the day-to-day accounting duties as well as overseeing the functions of the Concierge desk and housekeeping department. If you should have any questions regarding finances, Concierge or housekeeping please speak to Daniela Ronca.



Darush Kargar - Director of Culinary Services 905-863-0990

Darush is responsible for all aspects of the culinary services here at Amica Peel Village. We pride ourselves in offering quality menus with 7:00am-7:00pm dining, as well as special menus for events and private family functions. If you have any questions or concerns regarding culinary services, including any dietary needs, please feel free to contact Darush.



Joe Silva - Maintenance Coordinator 905-863-0984

Joe is responsible for repairs and maintenance of the building. If you require any services that pertain to these areas, please ask the Concierge to fill out a maintenance request.



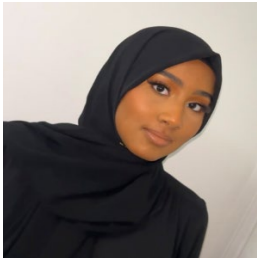
Melanie Yeboah - Life Enrichment EXT: (691)

Melanie is responsible for all things involving Life Enrichment for our *Independent Living Neighborhood*. The team focuses on maintaining and maximizing independence through a variety of sensory, physical, emotional, intellectual, spiritual, and purposeful programs! Ensuring all our Residents have fun, and live meaningful days is our LE team's mission!



Jessie Lemens-Ferreira - Life Enrichment EXT: (691)

Jessie is responsible for all things involving Life Enrichment for our *Assisted Living* and *Memory Care* neighborhoods. The team focuses on maintaining and maximizing independence through a variety of sensory, physical, emotional, intellectual, spiritual, and purposeful programs! Ensuring all our Residents have fun, and live meaningful days is our LE team's mission!



Ansar Halane – Resident Services Coordinator 905-868-9438

Ansar is responsible for the overall operation and interdepartmental team functioning within the Assisted Living Neighborhood of the community as well as the Resident Care Partners within that same neighborhood.



Andrea Sooriyanarayana – Resident Services Coordinator 905-863-0988

Andrea is responsible for the overall operation and interdepartmental team functioning within the Memory Care & IL Community as well as the Resident Care Partners within Memory & IL neighborhoods.



Marie Benjamin - Community Relations Director 905-863-0993

Marie is responsible for providing information that will assist you in making an informed decision to become part of our active, caring community. A friendly tour will show you “All the comforts of home” and introduce you to our helpful Team Members along the way.



Daniela Wideman - Community Relations Director 905-863-0978

Daniela is responsible for providing information that will assist you in making an informed decision to become part of our active, caring community. A friendly tour will show you “All the comforts of home” and introduce you to our helpful Team Members along the way.

Minimum Staffing Levels

- At Amica, professionally trained team members are on-site 24 hours per day.
- We are on call for emergencies 24 hours per day.
- A minimum of two team members are in the building at all times. This includes a Wellness team member and Concierge team member.

Amica Peel Village team members include Registered Practical Nurses (RPN), personal support workers, and team members from dining life enrichment, community relations, concierge, maintenance and housekeeping.

Please note: Although we appreciate your wish to say a special thank you to someone who has provided exceptional service, we have a policy that does not allow anyone in our organization to accept money or gifts from you or your family. If you wish to recognize exceptional service, we encourage you to fill out a feedback form found at concierge desk by the front entrance.

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SECTION 1: General Information

Hours of Operation

Amica Peel Village is staffed 24 hours a day. For your security, the building will be locked each evening at 8:00 p.m. A Team Member will respond as soon as possible.

Concierge

The Concierge Desk will relay messages to your guests, or notify you of any special messages, parcels, or items to be picked up. If you are unsure of who to direct a question to, please feel free to contact the Concierge on duty who will be happy to assist you.

Sign Out System

For your security and safety, there is a sign-out system located at the Concierge Desk. Please use this system to sign in and out when you are leaving and returning to Amica Peel Village. Please ensure your visitors also sign in and out. If you are going to be absent from Amica Peel Village for several hours or days, please inform the Concierge of your absence and expected return.

Lost and Found

If you have lost or found something in or around Amica Peel Village, please notify the Concierge. We will record the information so that we can notify the rightful owner or return your lost item.

Smoking

We are in a non-smoking environment. There is no smoking within Amica Peel Village, and there is no smoking within nine meters of any entrance or exit door. There is a designated outdoor smoking area for residents near the bus parking.

Mail

Mail is delivered to your own individual mailbox in the mailboxes on the ground floor Monday to Friday by Canada Post. You will be given a mail key on your arrival. Please check your mailbox on a regular basis.

Parcels too large for your mailbox will be left at the Concierge Desk for pickup or delivery depending on size. Outgoing mail can be dropped off at Concierge or in the mail slot at the mailboxes. To assist with the prompt delivery of your mail, please be sure that your correspondence has our correct return address.

Example:

Mr. and /or Mrs. _____
Suite _____ (**Suite # must be shown on address**)
Amica Peel Village
223 Main Street South, Brampton, ON L6Y 6H1

Deliveries and Service Calls

Please ensure you are available to handle delivery or service calls personally. For your safety and security, we are not able to provide entrance to your suite without your written authorization. For safety reasons, if you are expecting a delivery or service call, please notify the Concierge so that we might better direct that person.

Languages

Amica Peel Village is operated in the following languages:

English only

Information Board

Resident Information Boards are located throughout the building. On these boards you will find information such as upcoming events and outings, the day's menu, and other important notices.

Resident Vacations

For your security and safety, if you are planning to be away overnight, please advise the Wellness Team and the Concierge Desk of the estimated time of your departure and your expected return. If the wellness team is dispensing your medications, please allow for 48 hours to prepare your medication for your time away. Please notify CareRx Pharmacy at least 48 hours prior to the leave of absence, if additional doses are needed, to ensure sufficient time is given to prepare the medications.

Resident and Community Meetings

This is your opportunity to be informed of any changes, events or voice any questions or comments that you may have. Meetings are organized by Amica Peel Village and held monthly. The date will be noted in your monthly newsletter.

Resident Council

Residents have a right to form a Residents' Council, as provided in the *Retirement Homes Act*. The Resident Council is made up solely by residents and is an avenue for you to discuss issues or concerns, which can then be brought to the attention of management. Members of the Residents' Council are posted on the Information Board. Please feel free to contact any of these members.

Once we have established a Resident's Council, at Amica Peel Village, regular meetings for Residents will be organized by Managers at the community. These meetings provide a forum for Residents to learn about upcoming events and raise any issues or concerns they wish.

Parking

Amica Peel Village provides one parking space per suite for those Residents with cars. The parking spaces are reserved on a first come first serve basis. Amica Peel Village accepts no liability for damage or theft of your vehicle.

Telephone

Each suite is assigned a phone number. If you experience issues with your phone, please notify the Concierge to report your problem.

Television

Our Cable provider is Rogers.

Keys

You will be provided with your Suite key on your move-in day. For your safety and security, Suite keys are not to be duplicated, and the use of a key by anyone other than the Resident assigned to the Suite is prohibited. While we will always respect your privacy, a Team Member may access your Suite so that they might carry out their job duties or if there is a concern for your safety, such as illness.

Newspapers

Residents are responsible for arranging delivery of any newspapers and will be billed directly by the publication.

Insurance

Residents are responsible for maintaining at all times their own insurance coverage, including personal property, liability, automobile (if applicable), renters and other insurance coverage (including flood coverage in the event of water damage at Amica Peel Village from an accident or omission by the Resident) in adequate amounts.

We take every reasonable precaution to safeguard your possessions. However, we cannot assume responsibility for them. We recommend that you insure your possessions and obtain a safety deposit box at a chartered bank for bonds, securities, jewelry, etc., particularly when going on vacation. If you require assistance or have any questions, please contact the General Manager.

Noise

After 10:00pm it is requested that Residents keep music and TV on low volume. You may wish to consider an earphone accessory to aid your ability to listen to your TV when the volume is low.

Monthly Statement

The Community Operations Manager prepares your monthly bill which includes your monthly fees and in-house charges. If you have any questions regarding your account, please contact the Community Operations Manager during normal business hours, 9:00am-4:30pm Monday to Friday.

Monthly occupancy fees are to be paid by Automatic Withdrawal, which allows you to have your monthly balance deducted directly from your bank account on the first of each month. Automatic Withdrawal is a more convenient and efficient method of paying your fees as it eliminates the need for you to issue a cheque monthly. You will receive your statement outlining your expenses in the last week of each month. If you have a question or concern regarding your account, please see the Community Operations Manager or the General Manager.

Suite Accounts

In-house charges for in-suite dining, guest meals, personal laundry, extra housekeeping, and any care services through the Wellness Department will be billed to your monthly suite account. If you choose to transfer from one suite to another, a new residency agreement must be signed. Any existing security deposits are automatically transferred to your new account.

Resident Files and Information Changes

Please notify the Community Operations Manager in writing of any changes to your confidential information. These include changes in the name, address or telephone number of your family, friends, or other persons currently listed in our files, including the name of any person who is authorized to pick up your mail or enter your suite during your absence. It is important that this information stays current in case of an emergency.

Power Attorney

It is strongly recommended that Residents arrange to have legal power of attorney for personal care and power of attorney for property at the time of Move-in. When completed please provide Amica Peel Village with a copy.

The Resident or representative must designate one primary contact and ensure that this information is kept up to date.

SECTION 2: Amenities

Common Area Patios, Balconies and Gardens

Our outdoor spaces are for your enjoyment. Patio furniture will be available for use when the weather permits. A pathway around the perimeter of Amica Peel Village allows for easy and safe exercise and fresh air. For everyone's enjoyment and safety please ensure that appropriate glass wear is used on the patio, and that any litter is placed in appropriate containers.

If you are interested in gardening, please let the Life Enrichment Coordinator know, and join the Gardening club.

Lounge Areas

Many comfortable sitting areas and lounges are located conveniently throughout the Community for your use. You can use them for social events or for just a friendly game of cards with your friends.

Beauty Salon

The Beauty Salon is located on the ground level and is managed by a private operator. Please book your appointment with the Concierge.

Foot Care Nurse

A private business, owned and operated by a Registered Nurse provides foot care to our Residents monthly. Appointments are booked through the Concierge. Please check your monthly calendar for dates.

Aesthetician

Manicures and pedicures are available to the Residents on a monthly basis. Please check your calendar for dates and book your appointments through the Concierge.

Library/Billiards

The library is located on the ground level. The library consists of hard cover books, paperbacks, and a few current magazines. Residents are welcome to borrow any of the books and return them within 3 to 4 weeks. Computer operation tips will be available as part of our education program. Please speak to our Life Enrichment Coordinator to access these services.

Emergency Response System

You have been provided with a pendant that can be worn conveniently as a necklace, on your belt or wrist. If you have an emergency, the signal will be carried to a Team Member who will respond to your location. If you accidentally activate the pendant, please telephone the Concierge immediately to note the error. The pendant is for emergencies only. For non-emergency requests, please telephone the Concierge.

Multipurpose Room

The Multipurpose Room is located on the ground level.

Conservatory

The Conservatory is located on the ground level.

Home Theatre

The Home Theatre is located on the ground level.

Wellness Station

The Wellness Station is located on the third floor. Wellness Team Members may not be present in the Station at all times due to the demand of their job duties. If you would like to speak to someone in the Department, please contact Concierge, and they will put you in contact with a Wellness Team Member. If you require immediate assistance please press your pendant, and a Team Member will respond as quickly as possible.

SECTION 3: Residents' Bill of Rights

The *Retirement Homes Act, 2010* (referred to as the "RHA") is a piece of provincial legislation designed to protect the residents of Ontario's retirement homes (referred throughout this information package as a "licensee"). Each resident is entitled to the following rights, as set out in section 51 of the Act:

51. 1) EVERY RESIDENT OF A RETIREMENT HOME HAS THE FOLLOWING RIGHTS WHICH CONSTITUTE THE RESIDENTS' BILL OF RIGHTS:

1. The right to,

- I. know what care services are provided in the home and how much they cost,
- II. be informed in advance of any increases in charges for care services provided in the home,

- III. receive advance notice of a decision of the licensee of the home to discontinue providing a particular care service,
 - IV. have the licensee of the home take reasonable steps to facilitate the resident's access to any external care providers that the resident needs, if the resident receives the notice described in subparagraph iii and indicates that he or she is going to continue to reside in the home, and
 - V. have the licensee of the home take reasonable steps to find appropriate alternate accommodation for the resident, if the resident receives the notice described in subparagraph iii and indicates that he or she is going to cease to reside in the home.
2. The right to apply for publicly funded care services and assessments.
3. The right to be informed about and to apply for care services and assessments from an external care provider.
4. The right to have his or her choice of care services provided by staff who are suitably qualified and trained to provide the services.
5. The right to,
- I. participate fully in making any decision concerning any aspect of his or her care,
 - II. participate fully in the development, implementation, review, and revision of his or her plan of care, and
 - III. give or refuse consent to any treatment, care, or service for which his or her consent is required by law and to be informed of the consequences of giving or refusing consent.
6. The right not to be restrained except in accordance with the common law.
7. The right to be afforded privacy in treatment and in caring for his or her personal needs.
8. The right to live in a safe and clean environment where he or she is treated with courtesy and respect and in a way that fully recognizes the resident's individuality and respects the resident's dignity.
9. The right to have his or her lifestyle and choices respected and to freely pursue his or her social, cultural, religious, spiritual and other interests as long as the resident's lifestyle, choices and pursuits do not substantially interfere with the reasonable enjoyment of the home for all usual purposes by the licensee and other residents.

10. The right to raise concerns or recommend changes in policies and services on behalf of oneself or others to the Authority or any other person without interference and without fear of coercion, discrimination, or reprisal, whether directed at the resident or anyone else.

11. The right to know if the home is also a care home within the meaning of the Residential Tenancies Act, 2006, and whether the residents therefore have rights and responsibilities as tenants under that Act.

LICENSEE'S OBLIGATIONS 2) Every licensee of a retirement home shall ensure that the rights set out in the Residents' Bill of Rights are fully respected and promoted in the home in accordance with the regulations, if any.

ENFORCEMENT BY RESIDENTS 3) A resident of a retirement home may enforce the Residents' Bill of Rights against the licensee of the home as though the resident and the licensee had entered into a contract under which the licensee had agreed to fully respect and promote the rights set out in the Residents' Bill of Rights.

SECTION 4: Privacy

Our Commitment to Privacy

We are committed to protecting the privacy of your personal health information and will maintain the security and confidentiality of this information. Our community operates in keeping with the requirements of federal and provincial privacy laws.

Collection of Personal Health Information

We collect personal health information from you, or from other people acting on your behalf, to enable us to provide you with the care, programs, and services you require. We also collect and share personal health information with other care providers outside of the Community where required to further support your health care needs.

Examples of the type of information we collect include:

- your name and contact information.
- your health card number.
- facts about your health, health care history and the health care services you have received, as well as payment and eligibility for your health care service; and
- the identity of your health care providers and substitute decision-makers.

Your Right to Limit the Use and Disclosure of Personal Health Information

You have the right to access this information and/or withhold disclosure of your personal health information. Should you wish to withhold consent to the release of your personal health information you will be asked to sign the Withdrawal of Consent Form. This form will be kept in your health file.

If you have specific concerns or would like to limit the use or disclosure of personal health information about yourself, please contact the Director of Care or General Manager.

SECTION 5: Resident Policies

A) Visitor Policy

This Policy is posted at the Concierge Desk.

PURPOSE

Amica Peel Village encourages visitors and wants to make families and friends feel at home here. This Policy has been established for the comfort and safety of the Residents and Team Members.

POLICY

All visitors, including private care providers must report to the Concierge to sign-in (upon arriving) and sign-out (upon leaving). There is no restriction on visiting hours. Visitors are expected to conduct themselves safely and in a manner which is considerate to the Residents and Team Members.

- For safety and security reasons, the main entrance is the only door to be used for entering and leaving the Community. Alternatively, the visitor may phone the Resident they are visiting for entry. In this case, the Resident will greet the visitor and ensure sign-in/out at the Concierge.
- All visitors will agree to assist and maintain a healthy and safe environment, and will practice infection prevention and control measures by:
 - Washing their hands (with hand sanitizer provided in the main entrance) upon entering and leaving the Community.
 - Being free of infection or illness, and should not have experienced symptoms such as fever, cough, runny nose, sore throat, skin rash, vomiting or diarrhea within the 48 hours prior to a visit.
- All visitors must respect the privacy of Residents. Visitors should remain with the Resident they are visiting.

- Children accompanying visitors must be supervised by an adult at all times.
- Pets accompanying visitors must be leashed, in control and up to date on vaccinations. Pets are not permitted in the bistro or dining room. Please clean up after your pet.
- This Community is a non-smoking environment. We do have a designated, outdoor smoking area. Please ask Concierge to direct you to the designated area.

EMERGENCY RESPONSE AWARENESS

All visitors should acquaint themselves with the Community's Floor Plan and emergency exits. This information is available at the Concierge and is posted by the elevator. In the event of activation of emergency procedures, direction will be provided by Team Members. Failure to follow this policy may result in the visitor being asked to leave and visiting privileges revoked.

B) Abuse/Neglect Policy

PURPOSE

Amica Peel Village is committed to providing the highest level of quality care, which encompasses the dignity, respect, and rights of its Residents. A Resident should be free from abuse or neglect by Team Members, Volunteers, visitors, and other Residents. Amica recognizes its responsibility to ensure that all Residents are protected from abuse and neglect by anyone.

This Policy is intended to identify the Community Program requirements for preventing abuse and neglect, and investigation protocols, including Resident support.

POLICY

Amica Peel Village has a zero tolerance policy with respect to abuse of any kind including, but not limited to, physical, sexual, emotional, verbal and/or financial abuse and neglect, by any person (e.g. Team Member to Resident, family members/visitors/volunteers/Resident to Resident/Team Member contracted staff, agency staff, Resident-paid companions). All Team Members are required to report any suspicion of incidents or allegations of the occurrences below to their manager, or other Management member immediately.

1. Improper or incompetent treatment or care of a resident that resulted in harm or a risk of harm to the resident.
2. Abuse of a resident by anyone or neglect of a resident by the licensee or the staff of the retirement home of the resident if it results in harm or a risk of harm to the resident.
3. Unlawful conduct that resulted in harm or a risk of harm to a resident.

4. Misuse or misappropriation of a resident's money.

All incidents and allegations will be investigated internally and reported to the appropriate Regulatory Body.

“Abuse” in relation to a Resident, means physical abuse, sexual abuse, emotional abuse, verbal abuse, or financial abuse, as defined below.

“Emotional abuse” means,

- a) any threatening, insulting, intimidating, or humiliating gestures, actions, behavior, or remarks, including imposed social isolation, shunning, ignoring, lack of acknowledgement or infantilization that are performed by anyone other than a Resident; or
- b) any threatening or intimidating gestures, actions, behavior, or remarks by a Resident that causes alarm or fear to another Resident where the Resident performing the gestures, actions, behavior, or remarks understands and appreciates their consequences.

“Financial abuse” means,

- a) any misappropriation or misuse of a Resident's money or property.

“Physical abuse” means,

- a) the use of physical force by anyone other than a Resident that causes physical injury or pain.
- b) administering or withholding a drug for an inappropriate purpose; and/or
- c) the use of physical force by a Resident that causes physical injury to another Resident.

“Sexual abuse” means,

- a) any consensual or non-consensual touching, behavior or remarks of a sexual nature or sexual exploitation that is directed towards a Resident by a licensee or staff member; or
- b) any non-consensual touching, behavior or remarks of a sexual nature or sexual exploitation directed towards a Resident by a person other than a licensee or Team Member.

“Verbal abuse” means,

- a) any form of verbal communication of a threatening or intimidating nature or any form of verbal communication of a belittling or degrading nature which diminishes a Resident's sense of well-being, dignity, or self-worth, which is made by anyone other than a Resident; or
- b) any form of verbal communication of a threatening or intimidating nature made by a Resident that leads another Resident to fear for his or her safety where the Resident making the communication understands and appreciates its consequences.

“Neglect” means,

The failure to provide the care and assistance required for the health, safety, or well-being of a Resident. “Neglect” includes a pattern of inaction that jeopardizes the health or safety of one or more Residents. Such behaviors or remarks include, but are not limited to any form of:

- a) not answering the emergency call or requests for assistance.
- b) intentional and repeated failure or refusal to provide care as set out in the Resident Personalized Support Plan or care for the existing condition of the Resident;
- c) withholding food, medication, fluids, and/or health services; and
- d) failure to provide access to physician services as indicated in the Resident Personalized Support Plan or required for an existing condition.

A. PREVENTION OF ELDER ABUSE/NEGLECT

The Community Program requirements for preventing abuse and neglect include:

- 1) Proper Team Member and Volunteer Selection.*
- 2) Team Member/Volunteer Education.*
- 3) Resident Education; and,*
- 4) Appropriate Staffing for Level of Resident Care.*

B. INVESTIGATING AND RESPONDING TO ALLEGED/SUSPECTED ABUSE OR NEGLECT

The first priority in any alleged, suspected or witnessed incident of abuse or neglect is to deal with the immediate risk at hand and ensure the safety of those affected. Following, the incident reporting protocols are initiated, and an internal investigation is started.

CONTACTING POLICE:

The General Manager (GM)/Designated must ensure that the police are immediately notified in the following circumstances:

- If it is suspected that an alleged, suspected or witnessed incident of abuse or neglect of a Resident may constitute a criminal offence.
- The Resident requests that the police be called; and/or
- Someone is armed with a weapon, and/or someone is threatening violence or there is a threat of significant harm to themselves or others.

NOTIFICATION:

The GM/Designate will notify the Resident, Substitute Decision Maker (SDM - if applicable) and any other person specified by the Resident:

- i) **Immediately** upon the Community becoming aware of an alleged, suspected or witnessed incident of abuse or neglect **that has resulted in a physical injury or pain to a Resident or that causes distress to a Resident that could potentially be detrimental to a Resident's health or well-being** or **within 12 hours** upon the Community becoming aware of any other alleged, suspected or witnessed incident of abuse or neglect; and
- ii) Immediately upon the conclusion of the investigation to report findings and actions taken where required.

C. REGULATORY REPORTING OBLIGATIONS

A person who has reasonable grounds to suspect that any of the following has occurred or may occur shall immediately report the suspicion and the information upon which it is based to the regulatory authority identified below:

- 1. Improper or incompetent treatment or care of a resident that resulted in harm or a risk of harm to the resident.
- 2. Abuse of a resident by anyone or neglect of a resident by the licensee or the staff of the retirement home of the resident if it results in harm or a risk of harm to the resident.
- 3. Unlawful conduct that resulted in harm or a risk of harm to a resident.
- 4. Misuse or misappropriation of a resident's money.

Retirement Homes Regulatory Authority (RHRA): **1-855-275-7472**

Additional reporting obligations may be required (e.g., Health Professional Regulatory College, Office of the Public Guardian, and Trustee) depending on the nature and person involved.

FURTHER SUPPORT FOR THE RESIDENT:

The Resident will be provided with appropriate resources to provide assistance and emergency numbers. At all times, the Resident's right to privacy and confidentiality will be respected. Action may include a coordinated response from a variety of services/agencies.

C) Concern/Complaint and Compliment Policy

PURPOSE

Amica Peel Village is committed to providing our Residents, Team Members, and visitors with a high level of service. This policy is intended to ensure that concerns, complaints and compliments raised by any of our stakeholders are responded to promptly, transparently and fairly in accordance with Amica Peel Village's high standards.

POLICY

All concerns/complaints and compliments, whether written or verbal, regarding the care of a resident and/or operations of a community are recorded, and the protocol within this policy is followed.

All concerns/complaints must be acknowledged within 48 hours and investigated and resolved within 10 business days. For those concerns/complaints that cannot be resolved within 10 business days, an acknowledgement of receipt of the complaint must be provided within the timeframe, including the date by which the complainant can reasonably expect a resolution, and a follow-up response. Concerns and/or complaints can be shared with the regulatory authority identified in the Abuse/Neglect Policy above. **Where there is an allegation of harm or risk of harm to one or more Residents, the investigation must be started *immediately* and reported to the regulatory authority identified in the Abuse/Neglect Policy above.**

PROCEDURE

Amica Peel Village is pleased to offer you four different methods of raising any concerns, complaints or compliments you may have.

- 1) Verbally: Bring your concern, complaint and/or compliment to the Manager or Team Member in charge. If s/he is not able to resolve your concern, please speak to any members of Amica Peel Village's Leadership Team. Alternatively, you may contact the Regional Director of Operations, Jason Post at 647-283-2068.
- 2) In Writing: There is feedback forms titled, "Tell Us How We Are Doing" throughout Amica Peel Village (e.g. Dining Room, Concierge Desk). Please fill out a feedback form with your concern, complaint or compliment and insert the completed form in the box beside the forms.

- 3) Online: Concerns, complaints and/or compliments can also be submitted online by going to: <https://amicafeedback.freshdesk.com/support/tickets/new>
- 4) If you are uncomfortable sharing your concern or complaint through the channels identified above or if the concern/complaint has not been resolved, you may contact the Ethics Line. The Ethics Line is available to all Stakeholders of the Company (e.g. Team Members, Residents, Families, Visitors). This Line is professionally and independently staffed, and callers are not required to identify themselves when making a report. The Ethics Line can be accessed in three ways:
 - Online: secure website at <http://www.clearviewconnects.com/>
 - Phone: toll-free number 1-844-223-7127
 - Mail: confidential post office box at:
P.O. Box 11017
Toronto, Ontario
M1E 1N0

D) Whistle Blowing Protection Policy

PURPOSE

An important aspect of accountability and transparency is a mechanism to enable all stakeholders (e.g. Team Members, Residents, Volunteers and visitors) to report observations of ethical, criminal or professional violations (collectively, 'wrongdoings') and to ensure that an individual reporting such observations in good faith will not be subject to retaliation. This Policy confirms our whistle blowing protection.

POLICY

Amica Peel Village is strongly committed to maintaining an environment in which all stakeholders are respected and free to voice a concern or report a wrongdoing without fear of intimidation and/or retribution. It is impossible to list all possible wrongdoings. Some of the key observations to be reported include:

- Resident abuse.
- Criminal conduct.
- Fraud or misappropriation, or other questionable accounting practices.
- Failure to comply with legal or regulatory obligations.
- Failure to comply with, or efforts to circumvent, internal compliance policies or internal controls.
- Actions that endanger health and safety, or might cause environmental damage; and
- Actions designed to have the effect of concealing any of the above.

REPORTING A WRONGDOING

There will be no reprisals against any person making such a report or raising questions or concerns as long as that person is acting in good faith. This protection extends to any person who discloses information to a regulatory inspector/body, or who gives evidence in legal proceedings. The methods for reporting a violation are identified above in the Abuse/Neglect Policy and the Concern, Complaint and Compliment Policy.

E) Use of Motorized Scooters and Wheelchairs Policy

PURPOSE

In an effort to balance the Resident's need for a motorized scooter or wheelchair with the safety of everyone else at Amica Peel Village this Policy has been established.

POLICY

Residents must exercise caution when using motorized scooters and wheelchairs and act in a manner which respects the health, safety and physical integrity of other Residents, Team Members, and visitors.

Due to fire and safety regulations, motorized scooters and wheelchairs cannot be stored in hallways and walkways when not in use. These devices can be stored in the Resident's suite and/or the designated parking area at Amica Peel Village.

Residents operating motorized scooters and wheelchairs assume all liability for injury, death or damage arising out of or related to the use of the motorized scooter or wheelchair.

F) Electrical Appliances/Equipment

PURPOSE

Amica Peel Village takes very seriously the safety of everyone in the Community. To ensure that Resident's use of cooking and/or heating appliances is aligned to fire safety/protection principles this Policy has been established.

POLICY

All Suites include the following appliances:

Microwave

Refrigerator

Residents wishing to bring their own heating appliances must consult with the Maintenance Coordinator to ensure these appliances are CSA approved and in good working order. Amica Peel Village reserves the right to inspect any appliances for safety reasons and may ask for them to be removed based on their age and/or condition. Items that are not permitted include toaster ovens, heating blankets, hot plates, induction plates, deep fryers, Halogen lamps and lights, and space heaters of any kind (unless provided by Amica Peel Village. Electric kettles are permitted but **MUST** have an automatic shut off switch. In all cases, Residents are advised to exercise care and good judgment in the use of appliances and should never leave any cooking and/or heating appliance unattended while it is operating. The use of extension cords is discouraged, however if needed, they must not be run under carpets and must be only used in areas where there is sufficient air circulation to prevent overheating.

SECTION 6: Emergency Preparedness

You have been provided with a pendant that is worn as a necklace, bracelet or on your belt. This pendant is waterproof, and we recommend it be worn at all times. If you have an emergency, pressing the button on the pendant will send a signal to the portable nursing phone. They will respond as quickly as possible. This pendant is used for emergencies only. For non-emergency requests, please call the Concierge Desk or press the cross symbol on your phone.

Occasional power outages may occur due to circumstances beyond our control. We recommend that each Resident have a flashlight at this event.

Fire Safety

Please ensure that you are familiar with the location of fire extinguishers and your nearest emergency exit. While we do not like to consider the possibility of a fire, knowing this information can be extremely useful in the heightened circumstances of a real emergency. A couple of minutes invested in precautions means you will be better equipped to respond to an emergency. The information below describes the protocols for emergency response and general precautions that all Residents should follow.

In conjunction with local authorities, Amica Peel Village has prepared and maintains a Fire Safety Plan. The Fire Safety Plan and additional emergency plans are tested on a regular basis. Fire drills are conducted each month for the safety of Residents, Visitors and Team Members. Fire exits are clearly indicated within Amica Peel Village. Please cooperate with the requests of Team Members during emergencies.

The external Fire Access route is a NO PARKING zone. Signs are clearly posted, and the routes must be kept free to allow access by emergency vehicles.

Emergency Response – Residents and Visitors

IF YOU DISCOVER A FIRE

- 1) Leave the fire area.
- 2) Close doors behind you
- 3) Activate the nearest fire pull station.
- 4) Call 911
- 5) Leave the building (using the stairs NOT the elevators)
- 6) Do not re-enter the building until instructed to do so by the Fire Department.

Be Prepared

Have important items ready. Seconds' count if you have to evacuate. If you hear the first stage alarm, you may want to get dressed immediately, so that if you are instructed to evacuate, you are ready to go.

- 1) Jacket, Boots, Hat, Gloves, etc. ready in the closet by the front door at all times.
- 2) Things like keys, OHIP card, additional meds, Vial of Life emergency flashlights and cell phones are great to have ready in a kit near the front door, BUT DO NOT LET GRABBING THESE NON-ESSENTIAL ITEMS BE THE DIFFERENCE BETWEEN GETTING OUT IN TIME VS. NOT. All of these items can be replaced.

Know Your Building:

It is critical that you know how to get out of your building in a fire situation. Circumstances may be less than ideal. Lighting may be out, corridors may be filled with smoke, and your closest stairwell may be inaccessible.

- Know where each of the designated exits on EVERY floor are located.
- Know where fire pull stations are located.

- Know your building address and phone number or keep a card with this information in your wallet.

UPON HEARING FIRE ALARM

Amica Peel Village has a 2-stage fire alarm system:

Stage 1: Slower intermittent alarm sounds. This means there is a potential fire situation.

- 1) Stand by and be prepared to evacuate.
- 2) Listen for additional instructions over the public address system.

Stage 2: Rapid intermittent alarm.

- 1) Residents who are able to evacuate immediately.
- 2) Residents who require assistance should remain in their suites.

If You Evacuate:

- 1) Before opening your suite door (or any door) feel the door and doorknob first for heat. Look for smoke coming under the door. If it is not hot and there is no smoke, brace yourself against the door and open it slightly.
- 2) If you feel a blast of air, a hot draft or see smoke or fire, close the door immediately and remain in your suite.
- 3) Otherwise, if the corridor is free of fire and smoke, close all doors and proceed to the nearest accessible stairwell.
- 4) BEFORE opening any stairwell door, feel the door and doorknob first for heat. Look for smoke coming under the door. If it is not hot and there is no smoke, brace yourself against the door and open it slightly.
- 5) If you feel a blast of air, a hot draft or see smoke or fire, close the door immediately and proceed to an alternate stairwell. Repeat steps 4 and 5.
- 6) If the alternate stairwell is not safe or accessible, return to your suite and close the door.
- 7) Do NOT attempt to take walkers, wheelchairs, or pets with you down the stairs.
- 8) If you cannot evacuate without a walker, wheelchair, or other assistance, remain in your suite. You will be on the "Persons Requiring Assistance" list at the front desk. Firefighters or staff will be aware, and provisions will be made to assist you.
- 9) Regardless of whether you stay in your suite or evacuate, do NOT lock your suite door. Firefighters may need to get in immediately.

If You Remain in Your Suite:

- 1) Close but do NOT lock your suite door. Firefighters may need to get in immediately.

- 2) Dial 911 and tell them who you are and where you are calling from (address, floor, suite number).
- 3) Seal cracks where smoke can enter with wet towels or sheets. A roll of masking or duct tape may be useful.
- 4) If smoke does enter the suite keep low to the ground.
- 5) Move to the most protected room. Open a window for air. Close the window if smoke starts to come in.
- 6) Wait for assistance or for further instructions over the public address system.
- 7) Remain calm.

Ask Questions

Speak to the General Manager or one of the other Managers:

- If you are unsure of what to do in the event of a fire.
- If you are routinely unable to hear the fire bells or announcements.
- If you have any other questions or concerns.

DON'T WAIT UNTIL IT'S TOO LATE!

Fire Safety – General Precautions

General Fire Safety:

- Candles or any other open flames are not permitted in any areas at any time.
- Appliances such as curling irons, irons, toasters, lamps etc. should never be left on if you leave the suite or are going to sleep.
- Do not use appliances that are damaged or have frayed cords. If in doubt let our staff know and we can inspect the appliance for you.
- Please obtain permission from the General Manager before using any additional heaters in your suite.
- Fuel burning appliances and real Christmas trees are not permitted.
- The building is FULLY sprinkled including all suites.
 - The building is equipped with an emergency generator. Emergency lighting, fire alarm system, sprinklers, exit signs, one elevator and some other essential services are powered even if the building's main power supply is interrupted.
 - There are fire extinguishers and fire hose cabinets on every floor.
 - Every suite (floors 2-8) has a smoke alarm and smoke detector. These do NOT automatically sound the fire alarm. They sound in your suite and notify the front desk. Someone will then be sent up to investigate.
 - All corridors and many common area rooms have smoke detectors (in addition to sprinklers). These DO automatically sound the fire alarm.

- Any fire alarm in the building is automatically communicated to the fire department. We always call 911 as a precaution.
- Fire drills are conducted every month. We are required by law to conduct these and to cycle through all shifts (day/evening/night) on weekdays and weekends.
- All fire safety equipment in the building (including every suite) is inspected by a certified third party at least once a year. Various other internal or third-party inspections occur more frequently.

Fire Drills

Fire drills will be run on a monthly basis to keep our residents and Team Members safe. These drills are designed to reinforce the correct procedures required to evacuate effectively.

All Team Members at Amica Peel Village have completed a fire safety program that highlights best practices to improve and reinforce awareness.

You are encouraged to participate in the fire safety drills but are not required to. Prior to any comprehensive fire drill, Residents will be notified and are expected to stay in their room unless specifically instructed otherwise.

Every year, Amica Peel Village works in partnership with the local fire department to complete a fire drill. It is likely that you will be required to participate in this drill.

SECTION 7: Infection Prevention

Infection Control is the practice by which Amica Peel Village works to prevent and manage infections. Infection Control principles are incorporated into all aspects of providing support services for you. Hand washing is the single best and most effective prevention against the spread of infection. In order to protect the spread of infections, Team Members wash their hands often. Residents and visitors are encouraged to do the same. Best practices include:

- Washing hands before you leave your Suite and on return; and
- Using a paper towel to turn off the faucet.

Alcohol-based hand rub is located throughout our community and may also be used to maintain good hand hygiene.

There are times when a number of Residents may become ill with similar symptoms. This is called an outbreak. If an outbreak occurs, we collaborate with Public Health and take several steps to contain and reduce the spread of illness. You will be advised by means of a letter what measures we are taking. We would ask anyone visiting during an outbreak to visit you in your Suite only and for shorter periods of time. Please remind them to use the hand sanitizer upon entering the Community and again on leaving. Family members and visitors should not visit when they have colds, fever or vomiting and diarrhea.

As an added precaution, our Team uses enhanced cleaning measures during flu season (traditionally, Oct to April) as well as ongoing education throughout the year.

SECTION 8: Social Activities and Volunteering

Amica Peel Village offers extensive Life Enrichment programs. You can stay informed about activities and events by reviewing the calendar of activities posted throughout the Community. Newsletters will be distributed, special event notices posted, or you can contact the Concierge for more specifics.

Our regular “in-house” programs are free of charge. Occasionally, theatre outings, trips and other major events are planned, and some fees may apply. To avoid disappointment, please sign up early for outings.

Where common interests among Residents are identified and a desire to participate exists, a program can readily be developed by the Life Enrichment Coordinator. Please let us know your interests and preferences so they may be included in our programming.

Exercise Classes

Exercise programs are held in the Fitness Room. These programs concentrate on a wide range of exercises meant to keep you limber and feeling good. This includes a seated range of motion band exercises, Yoga for Seniors etc. You can choose the programs that interest you and participate to the level you feel comfortable with to keep you healthy and fit. Please contact our Life Enrichment Coordinator for a tour of the Fitness Room and description of the program and its benefits to your health.

Spiritual Needs/Church Services

Church services will be held regularly at Amica Peel Village. Service times will be announced on our monthly calendar.

SECTION 9: Transportation

Amica Peel Village has a community vehicle that supports a wide range of activities. In addition, the Community vehicle does provide some transport to local areas. You can find out more about transportation through Concierge. Fees may apply for certain trips.

Public Transportation

Excellent public transportation is just a short distance from Amica Peel Village. Contact Concierge to discuss your needs, or for family that may be coming in by public transportation.

Taxis

To avoid confusion when ordering a taxi to pick you up at Amica Peel Village, please give the dispatcher your name and address, including the actual name of the Community. The taxi will arrive within 10-15 minutes of your call. Please try to be in the lobby for its arrival.

SECTION 10: Housekeeping/Laundry Services

Housekeeping

Housekeeping Service is provided for you on a weekly basis; this includes the changing of your sheets, re-making bed and laundering your towels and linens. If you require additional Housekeeping Services, please check the a la carte menu or do not hesitate to contact the Community Operations Manager for rates and/or further details.

Laundry

For personal laundry, washing machines and dryers are located on each floor, or in your suite if applicable. If you require assistance, please contact Housekeeping by calling the Concierge. You are required to provide your own laundry detergent. However, neither coins nor tokens are needed to operate the machines. Please note the washing and drying times – they may vary depending on the cycle chosen. Please remove your clothing promptly. An iron and ironing board are also located in the laundry lounge for your convenience. In consideration of your fellow tenants, we request that you only use the laundry machines from 8am to 9pm. The Laundry equipment is located in a comfortable lounge.

Garbage Collection and Recycling

Garbage and recycling will be picked up by your housekeeper once a week on your cleaning day. At other times, you may place your garbage and/or recycling in the container located in the refuse room on each floor.

Maintenance and Repairs

If anything in your Suite requires repairs, or if you notice something is broken in the building, please call the Concierge, and a ticket for repair will be logged. We will do our best to assist you in getting the repairs made as soon as possible. A nominal charge may apply for some repairs. Please note we are only replacing the light bulbs that are a part of your Suite fixtures.

Carpet Cleaning

We are able to spot clean small spills in your Suite. There may be a fee for this service depending on the circumstances. If you need a large area or your entire carpet cleaned, we would be happy to give you the names of some reputable outside carpet cleaning services at your own cost. If you require any of these services, please leave your request with Concierge. We will record your request, and you will be looked after as soon as possible.

Suite Temperature

The temperature in each suite is individually controlled for your comfort. If you are unsure about the operation of your thermostat, please contact the Concierge.

Window Treatments

The window treatments that come in the suite must remain intact; however, should you wish to add your own drapes, sheers, or other window treatments, they must go over the blinds.

Damage to Suites

Residents are responsible for repair costs for damage over and above those of normal “wear and tear.”

SECTION 11: Culinary Services

Hours and Seating

Our Dining Rooms are open from 7:00a.m. to 7:00p.m. for your dining convenience. There is no assigned seating, so you are free to choose where you would like to sit for each meal.

Dining Dress Code

The dining areas are considered as your home and there is no dress code. You will find that most people prefer to dress for the day and that breakfast may be more casual than at other dining periods.

Catering for Private Parties

The private dining room is the perfect setting for a special celebration for family or friends. Please contact the Concierge to make arrangements for your special event and to discuss extra costs that may apply. You may dine using our menu or create a menu of your choice in consultation with the Director of Culinary Services

Special Diets

Our meals are carefully selected to accommodate the tastes and dietary needs of our Residents. If you have any concerns or suggestions, or if you require a special diet, even on a short-term basis, please discuss it with the Director of Culinary Services. Please note that there may be limitations to some dietary items being provided. Special diets should be recommended by your Physician.

In-Suite Dining

If you are ill and require your meal to be brought to your Suite please contact Concierge. There is no fee for tray service up to three days if your illness is of a contagious nature. If you require a tray for other reasons other than an illness, there will be a fee per delivery.

Dining Room Guests

Guests are welcome at all meals. It is recommended that a reservation be made with the Concierge in advance. If you wish to book the Private Dining Room, please book at least a week in advance where possible. Guest meals may be paid by cash or charged to your account.

Bistro

Our Bistro is located on the ground level and is open all day to provide you and your guests with coffee, tea, and delicious snacks. This is also a wonderful time for you to meet and socialize with other Residents. There will also be an a la carte menu of bar style snacks available that can be ordered and charged to the monthly account.

Bar Fees

Beer, wine, and liquor are available with service times and prices posted. Wine is available at both lunch and dinner. Please check with the Director of Culinary Services for further details concerning our bar services.

Please note: Although we can appreciate your wish to say a special thank you to someone who you may feel has provided you with exceptional service, we have a policy that does not allow anyone in our employ to accept money or gifts from you or your family aside from perishable items. If you wish to recognize exceptional service, we encourage you to fill out a Feedback Form.

SECTION 12: Wellness (Care) Services

Amica Peel Village believes that its Residents should have the ability to age in place. We have made available Care Packages that can be added to your accommodation choice in order to assist you in remaining at Amica Peel Village for as long as you desire. The suitable Care Package will be recommended by the Director of Wellness upon completion of the Wellness Assessment. The Wellness Assessment will review your daily living needs and activity levels, and as the Resident's unique needs are identified, a plan with an appropriate level of care, as per the Care Packages identified in your CHIP is determined. The Director of Wellness can provide you with additional information.

We will not prevent a Resident from retaining an external care provider or interfere with the provision of those services. The Director of Wellness can provide you with information relating to the provision of services by an external care provider, if readily available, but is not responsible for ensuring that the external care provider meets prescribed care standards.

Wellness Assessment

A Wellness Assessment is completed to establish the type of care you may require on a daily basis. We also want to understand how you would like this service provided and when you would like the service provided. The Wellness Assessment will be completed by a nurse and is completed prior to move-in, at the end of the first 30 days and every six months thereafter, or as changes in your health status dictate.

Personalized Wellness Plan

To support you to flourish in mind, body, and spirit we want to learn as much about you as possible. The Resident Discovery Process and the Wellness Assessment leads to the development of a Personalized Wellness Plan. This Plan helps our Team know how to best serve you and allows for more meaningful interactions between Team Members and yourself.

Falls Prevention

Falls are one of the most common ways that people of all ages injure themselves. As we age, however, the risk for falls increases. We care about your safety and for this reason, have a comprehensive Fall Prevention Program. This Program fully assesses your risk for falls and if necessary, interventions will be added to your Personalized Wellness Plan. These interventions will assist in reducing your risk of fall, while maintaining your independence. Please speak to your Director of Wellness for further information regarding this fall prevention.

Restraint-Free Community

Amica Peel Village is committed to maintaining and respecting the dignity of each Resident. For this reason, Amica Peel Village is a restraint-free Community.

TB Test

All Residents moving into Amica Peel Village are required to have a TB test. If you are experiencing symptoms such as cough accompanied by a fever, poor appetite, and loss of weight, it is mandatory that you have the test done prior to moving in. If you are not experiencing any of the symptoms mentioned, you can choose to either have the test done prior to moving in or within 14 days afterwards. TB testing can be completed by having a Chest x-ray taken and the results shared with our Wellness Department

Infections and Illness

We ask that you report any illness, infection, or diseases to a Wellness Team Member immediately upon symptoms being present. Public Health requires that we track and report infectious diseases. Symptoms may include nausea, vomiting, diarrhea, coughing and fever. In case of numerous Residents being sick at one time, precautionary measures may be taken depending on the severity and the risk associated with the illness.

Flu Shot

Influenza is a serious respiratory disease caused by a virus. People who get influenza may have one or more of the following symptoms - cough, fever, chills, sore throat, headache, muscle aches and fatigue. It usually lasts from 5-10 days, although the cough and fatigue can persist for several weeks. Influenza can lower a person's ability to fight off other infections that can lead to bronchitis or pneumonias. Persons with chronic medical conditions, such as diabetes, cancer, kidney, heart, or lung problems can also find their conditions worsened due to the stress of an influenza infection. Although it is still possible to get influenza after getting a flu shot, the risk of contracting it is much lower, the severity is lessened, and the length of time is shortened. We strongly recommend that every Resident receive an annual flu shot. The flu shot will not only help to protect you from contracting Influenza, but it will also minimize the risk of you possibly spreading the illness to others living and working at Amica Peel Village.

Pneumococcal Vaccination

The Pneumococcal vaccination called "Pneumovax" is given to aid in the prevention of getting pneumonia. This shot is strongly recommended, especially for those who have heart disease, lung disease, diabetes, and liver disease. A common complication of influenza is pneumonia. This vaccine can be given any time of the year. It is still possible to get pneumonia after you have been vaccinated, however the risk is much lower than if you would have not been vaccinated.

Please ask your family physician about this vaccine and let the Wellness Team know when you have had it so we can add it to your vaccination history.

Creatinine Level–Blood Work

As part of our Outbreak Management and Infection Control Program, we ask all Residents on an annual basis, in early fall, to have a creatinine blood test. The Wellness Team will obtain the necessary information from your family physician. You may choose to have this blood work done here or at a local lab. The result of the creatinine level determines the proper dosage of an anti-viral medication dispensed by the pharmacy in the event of a flu outbreak. This blood work can be done before or after receiving the flu shot.

Health Card

Whenever you receive a new health card, please inform the Wellness Team so that your records stay up to date. We need this information for lab work, hospital visits, etc.

Cardiopulmonary Resuscitation (CPR)

One area that is of vital importance to you and to us, is your wish to have cardiopulmonary resuscitation (CPR) performed on you in the event we should find you with no vital signs indicating your heart has stopped. CPR may include measures such as chest compression, applying shocks to your chest over the heart, insertion of a breathing tube down your throat and/or, administration of emergency drugs to stimulate the heart and clamp down on blood vessels.

If a team member discovers you without a heartbeat and you have chosen to have CPR performed on you, CPR will be initiated. Once we begin CPR, emergency medical personnel will be called, and they will continue CPR.

If you elect not to have CPR initiated, a special form titled, “Do Not Resuscitate Confirmation Form” will be completed and included in your Resident Health File. Should you become gravely ill and require transport to hospital, we will ensure this Form is given to the emergency personnel so they will know your wishes.

No matter what choice you make, you always have the right to change your mind at any time. Talk it over with your family because it is important that they also understand your wishes. **If you cannot come to a decision on move in, we will consider this as your wish to have CPR initiated**, until such time as you decide otherwise.

Your choice to have or not have CPR initiated is a very separate issue from any other critical illness or episode. If you were choking, we will always act immediately regardless of your CPR

status. If you became ill with things such as pneumonia, other infections, were experiencing pain or flare ups of other medical issues, we will work with your physician to provide the best course of treatment decided on between you and your physician. Should you have any further questions, please do not hesitate to discuss this with the Director of Wellness.

LAB Services

For your convenience, a Lab Technician from a local laboratory service provider comes into the Community every week to do blood work on Residents where it has been requested from you or your family physician. This blood work is processed, and the results are sent to your doctor's office as well as to the Wellness Department. There is a fee per visit or per test and you will be billed directly from the lab service provider. Having blood work or tests performed at a local lab is of no cost to you. Please notify a Wellness Team Member if you will be doing blood work in the Community or at a local lab to ensure appropriate measures are taken into account.

Pharmacy

Amica Peel Village orders and receives all medication through Medical Pharmacies. If you are using our pharmacy and plan to be away on holidays or overnight, we ask that you notify the Wellness Department in advance to enable them to make sure you have enough medication to take with you while you are away. Medical Pharmacies will bill you directly as Amica Peel Village does not take responsibility for any charges or balances owed.

Medication

All Residents that are not medicated by a Wellness Team Member are requested to provide the Department with a list of all current medications being taken and updates when there are medication changes. This information will allow us to keep your Resident Health File up to date.

Doctor

If you require a new Doctor please contact the Wellness Department. The Department can set up an initial appointment with the visiting doctor, Dr. Sandra Dautey, if she is accepting new patients or you can visit <http://www.health.gov.on.ca/en/ms/healthcareconnect/public/> to register for a Doctor.

Government Services

Our Wellness Team is happy to provide you with support with any care needs you may require. You may also qualify for Government sponsored programs (e.g., Assistive Device Program, Physiotherapy, etc.). Please direct any inquiries to the Director of Wellness or you may contact the Government sponsored program(s) directly.

SECTION 13: Retirement Homes Regulatory Authority

Residential Tenancies Act

Amica Peel Village falls within the meaning of a “care home” under the *Residential Tenancies Act, 2006*. Nothing in the RHA overrides or affects the provisions of the *Residential Tenancies Act, 2006* that would otherwise apply with respect to the home as a care home.

Each new Resident is required to enter into a written agreement with the home. The agreement describes the services, fees, term, deposit, termination rights and other provisions found in a typical residential lease agreement, along with certain other provisions required by the RHA that are specific to retirement homes.

The Retirement Homes Regulatory Authority (RHRA), created under the Retirement Homes Act, 2010 (Act), is responsible for:

- Licensing and regulating retirement homes in Ontario.
- Maintaining a public register of retirement homes in Ontario.
- Handling complaints about retirement homes; and
- Educating retirement homes, consumers, and the public about the Act.

Contact Information

Retirement Homes Regulatory Authority

160 Eglinton Avenue East, 5th Floor.

Toronto, ON

M4P 3B5

Phone: 1-855-ASK-RHRA (275-7472)

Email: info@rhra.ca