



Shalom Village Quality and Safety Committee Meeting Terms of Reference

August 2022

Purpose

The Quality and Safety Committee is a Shalom Village standing committee. The Committee will both monitor and direct the quality improvement and safety in the home, set priorities and timelines in service of advancing the home's compliance with all external regulatory bodies, monitor and develop relevant improvement plans for the resident and staff experience at Shalom Village and establish annual goals for improvement across the home. The committee will work with internal and external partners to both address gaps and build capacity.

The Committee will annually review, revise, and update the organization Quality Improvement Plan, including the Quality Improvement Plan (QIP) prepared by the senior leadership team for Ontario Health (MOHLTC).

The Committee will work through, receive information, and approve the work of the Joint Occupational Health and Safety Committee, Professional Advisory Committee, Shalom Village subcommittee reports, Resident and Family Councils.

The Committee will review and monitor quality metrics, dashboard, and scorecard information at each meeting, ensure all the indicators reflect a broad definition of quality and, where relevant, are aligned with mandates of other committees and subcommittees such as clinical nursing services, 'Standing Tall' and 'Finding Our Way' committees and Jewish Quality of Life programs.

The Committee will develop, implement, and monitor Quality Improvement projects that span the whole home.

The Committee will review all complaints, critical incidents and incidents involving serious safety breaches or injury that have been received and processed according to Shalom Village and MOHLTC requirements, analyze for trends and develop an action plan as required.

Membership

CEO

The Executive Director

Director of Nursing – Chief Nursing Officer

Assistant Director of Nursing

Managers of LTC, Food Service, Environmental Services, Assisted Living, Business Office Manager

The Executive Director and Manager of Apartment Services

A member of the Family Council and Resident Council – Long Term Care Home

Meetings

Will convene on the 2nd Wednesday on a quarterly basis at 14:00 hours.

Reporting

The Committee minutes and QIP updates will be provided to the Shalom Village Board of Management Quality Improvement Sub Committee on a quarterly basis.