

RESIDENTIAL CARE HOMES

Residential Care Home

42. Planning and Recording the Programme of Activities and Events

1. The Legislative Framework

The Residential Care Homes Minimum Standards (2011) at page 8 states that 'Quality Care' will exist when the following conditions occur:

'Residents will experience quality care and support when they are fully informed and involved in all decisions affecting their life and care, and they can contribute to the planning and evaluation of services. A key principle within these standards is that people in receipt of services must be central in all aspects of planning, delivery and review of their care.'

And

'Maintaining or making links with the local community is very important and helps residents build and retain their positive sense of worth. Knowledge of, and respect for, residents interests and preferred way of life, and listening and responding to their suggestions, will determine the content of a creative and interesting programme of events and activities. Spontaneity and flexibility are also essential for any good programme. Mealtimes are an opportunity for residents to meet others and catch up with events taking place in the home. The presentation of food and the decoration in dining areas should therefore reflect the importance of the social aspect of mealtimes.'

Standard 13 of The Residential Care Homes Minimum Standards (2011) expects in the relation to the programme of varied activities and events, related to the statement of purpose and identified needs of residents.'

The criteria to meet Standard 13 are defined as:

- The programme of activities and events provides positive outcomes for residents and is based on the identified needs and interests of residents.
- The programme includes activities that are enjoyable, purposeful, age and culturally appropriate and takes into account the residents spiritual needs. It promotes healthy living, is flexible and responsive to residents changing needs and facilitates social inclusion in community events.
- Residents, including those residents who generally stay in their rooms, are given the opportunity to contribute suggestions and to be involved in the development of the programme of activities.
- The programme of activities is displayed in a suitable format and in an appropriate location so that residents and their representatives know what is scheduled.

- Residents are enabled to participate in the programme through the provision of equipment, aids and support from staff or others.
- The duration of each activity and the daily timetable takes into account the needs and abilities of the residents participating.
- Where a person is contracted-in to do so by the home, the registered manager either obtains evidence from that person or monitors the activity to confirm that those delivering or facilitating activities have the necessary skills to do so.
- When a person contracted-in to do so by the home provides an activity, staff informs them about any changed needs of residents prior to the activity commencing and there is a system in place to receive timely feedback.
- A record is kept of all activities that take place, the person leading the activity and the names of the residents who participate.
- The programme is reviewed regularly and at least twice yearly to ensure it meets the residents changing needs.

The Residential Care Northern Ireland (2011) Regulations 2005 state that at:

Section 18. – (1) Subject to regulation 3(3), the registered person shall provide facilitates and services to the residents in accordance with the statement of purpose required by regulation 3(1)(b) in respect of the residential care home; and

(2) The registered person shall having regard to the size of the home and the number of needs of residents –

(m) consult residents about their social interests and make arrangements to enable them to engage in local, social and community activates and to visit, or maintain contact or communicate with their family and friends.;

(n) where activities are provided by or on behalf of the home including training, occupation and recreation, there are arrangements to ensure that –

(i) activities are planned and provided with regard to the needs of the residents; and

(ii) residents are consulted about the planned programme of activities.

(3) The registered person shall ensure that so far as practicable, residents have the opportunity to attend religious services of their choice.

2. Meeting our Legislative Requirements

2.1 Planning, Designing and Evaluating the Programme of Activities and Events

To promote quality care and support, residents will be fully informed and involved in all decisions and they can contribute to the planning, design and evaluation of the programme of activities and events. The activity programme will be discussed at Residents Meetings and residents will also have the opportunity to make suggestions by posting them in the Suggestion Box.

The assessment, care planning and review of residents will take into account the residents views on the programme of activities and events they wish to be involved in and they will be able to provide feedback on the homes activities.

The residents' satisfaction survey will be forwarded to residents so that they can express their views on the homes activity programme anonymously, and the feedback from this will inform, influence, and shape future planning process.

The programme is reviewed regularly and at least twice yearly by the Registered Manager to ensure it meets residents changing needs.

2.2 Maintaining Links with the Local Community

Residents maintaining or making links with the local community will be seen as very important and the home will promote this so that residents can build and retain their positive sense of worth. Residents will be encouraged along with their families to attend events in the community and this will be central to the Lifestyle Care Plan that is agreed with every resident (see appendix 1).

Residents are encouraged to attend church services in the community and if they are unable to will have access to Church services within the home provided by the different Church groups. Relatives and friends of residents will be encouraged to visit and the home will have an open door visiting policy.

2.3 Personalised Care Planning and Activities / Events

All residents will have an individual care plan, which will be agreed with each resident based on their personal choices. This includes activities that are enjoyable, purposeful, age and culturally appropriate and takes into account the residents spiritual needs. It promotes healthy living, is flexible and responsive to resident changing needs and facilitates social inclusion in community events.

2.4 Advertising The Activity Programme Events

The programme of activities and events will be displayed in a suitable format and in an appropriate location so that residents and their representatives know what is scheduled. On set occasions such as over the Christmas period, residents will also receive a programme detailing all the events so that they can plan in advance with their families those events they wish to attend. The programme of activities will also be displayed in the dining room on the residents' notice board.

2.5 Supporting Residents to be Involved

When required, residents are enabled to participate in the programme through the provision of equipment, aids and support from staff or others. This support will be described within the Personalised Activity Care Plan maintained for each resident. The duration of each activity and the daily timetable will take into account the needs and abilities of the residents participating and care will be exercised to ensure that each resident achieves a positive outcome.

2.6 Monitoring the Activities Programme and Events

Where a person contracted-in to do so by the home, the Registered Manager either obtains evidence from the person or monitors the activity to confirm that those delivering or facilitating activities have the necessary skills to provide that activity. Where a person contracted-in to do so by the home to provide an activity, staff informs them about any changed needs of the residents prior to the activity commencing and there is a system in place to receive timely feedback. Where volunteers are being provided to the home by the Volunteers Agency to provide activities, the volunteer will have a job description stating their expected roles for this position.

2.7 Maintaining Records

A record is kept of all the activities that take place, the person leading the activity and the names of the residents who participate. Details of the events and activities attended will also be recorded in the Residents progress notes contained within the Residents Care Plan.