

LAPS FAQ #2

Long-Term Care Home Accountability Planning Submission (LAPS)

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LAPS FAQ #2

This document contains answers to frequently asked questions (FAQs) related to the Long-Term Care Home Accountability Planning Submission (LAPS).

A. GLOSSARY OF TERMS

LTCH means long-term care home

LTCH Common Name means the name by which the LTCH is commonly known

LTCH Facility ID Number means the master number for the Resident Assessment Instrument Minimum Data Set (RAI MDS)

LTCH Legal Name means a LTCH's incorporated name

B. QUESTIONS AND ANSWERS

B1. Does the LAPS need to be board approved?

A: Yes. The LAPS must be board approved as per article 6.1 of the 2010-13 L-SAA. The LAPS forms are due by November 15, 2012. However, if a LTCH expects a delay due to timing of a Board meeting, it is expected that the home formally advises its LHIN. The LHIN may decide to accept a draft version until a governance-approved LAPS is available.

B2. Is financial information no longer required in the LAPS document?

A: Correct, the Financial Summary Form that was required in the 2010/13 LAPS submission is not required for the 2013/16 LAPS submission. The 2013/16 L-SAA will contain a reporting schedule that will outline the financial and performance reporting requirements and due dates during the term of the L-SAA effective April 1, 2013.

B3. Why is there no way to distinguish between a basic bed and a semi-private bed in the LAPS?

A: The information requested in section A-3 ("Structural Information") intentionally captures structural layout rather than charging designations.

B4. In section A-5 of the LAPS, what is the definition of Specialized Designations?

A: Section A-5 (“Specialized Designations”) is designed to capture both formal designations under the LTCH Act and informal designations as recognized by Community Care Access Centres. The “other” category is intended for the listing of other formal designations under the LTCH Act.

B5. What information should be included in Section A-8?

A: LTCHs are expected to include a brief summary of their quality programs in section A-8 (“Quality Improvement Practices”). An example is the Residents First initiative. Other examples could include participation in training and quality improvement implementation projects associated with Behavioural Supports Ontario (BSO).

B6. When will the LTCH know if the LHIN will have LHIN-specific indicators?

A: LHINs will inform LTCHs of LHIN-specific indicators in the January 2013 education session. The January education session is intended to provide LTCHs with information on performance indicators (including LHIN-specific indicators), as well as an overview of the L-SAA template agreement. Information on the January education session will be provided by LHINs to the LTCHs in their local areas.

B7. Who are the members of the L-SAA Steering Committee?

A: The L-SAA Steering Committee is composed of executive leaders with representation from LTC sector associations, the Ministry of Health and Long-Term Care and the LHINs. Members and affiliations can be found on: <http://www.lhincollaborative.ca/LSAA/LSAAHome.aspx>

B8. How are usernames and passwords to the HSIMI site obtained?

A: To retrieve a forgotten password, click on the link “Forgot Password?” on the <https://hsimi.ca/LTCHome> homepage. If username has also been forgotten, call HSIMI Tech Support at 1-866-414-0013.

Local Health Integration Networks