

The Village Residence	POLICY NO:	
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Criteria For Admission Extended Care		

Policy on Criteria for Admission The Village Residence	
Developed by: Director of Nursing and Clinical Nurse Managers.	Date Developed: Revised February 2011 Revised 2013, Revised March 2015, March 2018, Revised September 2023.
Developed By: Nursing Department.	Date Approved: February 2011, Revised February 2013, Revised March 2015, March 2018, Revised September 2023
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Status of the Policy: Final	

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The Designated Centre is currently registered to provide accommodation for 30 residents in St Mary's and for 21 residents in Boyne View House.

An application has been made to the Health Information and Quality Authority to Register the Village Residence for the transfer of the current residents from Boyne View House and the Registration of the Village Residence under the S.I. No. 415/2013 - Health Act 2007 (Care and Welfare of Residents in Designated Centres for Older People) Regulations 2013 for the provision of thirty beds.

Age range of residents to be accommodated:

The Designated centre provides services for adult female and male residents over the age of 18 years. The Person in Charge will ascertain based on assessment whether the centre can meet the needs of the individual in question. There may be on occasions where nursing home support is required for an adult who has not reached 65 years, and if a person who is not yet 65 years requests The Village as their preferred location under Nursing Home Support, then this will be examined on an individual basis to ensure that the Centre can meet the needs of the person concerned.

Gender of residents to be accommodated:

The Designated centre provides services for adult female and male residents

Criteria used for admissions:

The resident or their family must have The Village as one of their choices for extended care.

Each prospective resident must have a multidisciplinary assessment undertaken which determines that the individual is in need of extended care.

A resident must have The Village as their choice of Nursing Home under Fair Deal. Any person and/or their family who is considering The Village as a potential choice of residential facility are invited to come and visit the Centre to ascertain if The Village is the correct residential facility for them.

Referrals are not accepted from any other service provider, except with the permission of the person

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making the application, i.e. the person themselves and or their Family Representative.

All residents being considered for admission to The Village must have Nursing Home Support funding in place or be in the process of applying for same, and have received a letter from Nursing Home Support Scheme that it has been determined by a multi-disciplinary team that the person requires extended care.

Any resident and/or their families who make an application for placement within The Village must be informed of this necessity, and advised of the process of application and what they will be required to do.

If a resident chooses The Village as their nursing home of choice, they will be placed on a waiting list, until a suitable vacancy becomes available within the Centre.

Residents requesting extended care must have completed The Nursing Home Support Scheme Application Process. A pre admission assessment must be completed by a nurse using the centre's pre admission assessment tool. A pre-admission assessment is undertaken on all residents who have requested The Village as their choice of placement for extended care, in order to determine that their needs can be met in The Village. This form must contain the demographic details of the resident, and contain an assessment of the individual's cognitive status and their functional status as well as their social background and levels of support currently available in the community. This must also be accompanied by a written medical assessment.

Once the date has been arranged, the person will be informed of their admission date. The Nursing Home Support Office will be informed of the availability of a bed and will also be informed in writing within 24 hours of the person's admission.

A Contract of Care is available for all residents. A contract is made available on admission or within one month of admission to extended care, only between the provider and the resident. This contract of care sets out the services provided to the resident. A copy of the contract of care is placed in the resident's case notes, as well as a copy to the administration staff and a copy returned to the resident. Any changes to the contract of care only takes place in consultation with the resident, such as changes in the residents' contribution via Nursing Home Support or in relation to change of bedroom.

As a HSE facility, emergency admissions may have to be facilitated. Emergency admission for

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extended care is only ever facilitated when there is an absolute risk to the person and the HSE are responsible for the care and welfare of that person. A bed must be available in order to accept an emergency admission.

Each prospective Resident must have an assessment of the physical psychological and their social aspects of their care. This assessment is a multidisciplinary assessment as a part of the Age Care Evaluation process. If there is a diagnosis of dementia, it is seen as preferable from evidence in Ireland and the United Kingdom that this diagnosis should be made by a Consultant Geriatrician, Consultant Psycho-Geriatrician or Consultant Physician ([Ahmad](#), [Orrel](#), [Iliffe](#), 2010; [Cahill](#), [Clark](#), [O'Connell](#), [Lawlor](#), [Coen](#), [Walsh](#), 2008; [Cahill](#), [Clark](#) [Lawlor](#) et al, 2006.)

As a public service we will attempt to accommodate older people with a variety of care needs. Sometimes these needs may be great. We will do everything we can to accommodate those needs but there may be occasions where our services are just not able to meet those needs. In circumstances like this we will communicate with other public/private/voluntary services in order to ensure the persons needs are met in an area most appropriate for that person. We will do this in conjunction with all stakeholders through the Co-ordinator of Services for Older People Louth Local Health Office Area.

[Access to the service](#)

- This will be completed by staff from Louth Community Care services, namely Public Health Nurses. Once this has been completed the person and/or their families will be given a choice of Nursing Homes from which they can choose three residential services that they feel best suits their needs.
- If the person or their families decide on the Village Residence, they will be welcome to visit the unit and discuss their preferred options and can decide if The Village Residence is suitable to their needs.

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- A pre admission assessment will be undertaken using the pre admission assessment form to ensure that The Village Residence can meet the needs of the applicant.

If The Village Residence 's is not in a position to meet the applicants needs, the applicant and their families will be informed.

Before admissions can be accepted, written confirmation must be obtained outlining that all procedures under Fair Deal have been finalised and that the decision of the Multidisciplinary decision team has also been finalised.

All prospective admissions must have a pre-admission assessment completed by staff from within The Village Residence. This assessment must be completed in order to ensure that The Village Residence can actually meet the needs of the individual

If all pre admission documentation has been completed, only then will The Village Residence offer a Placement to the applicant.

Once a decision has been made on admission of the applicant, the applicant will be informed of that decision and an admission date will be given.

All residents on admission will have an assessment of their physical, social and cognitive ability on admission to the Unit.

Residents and relatives are invited to visit the site in advance of the placement to the continuing care wards.

- Relatives and residents will participate in their own care plans. The plan of care is the resident's own care plan and will only be written from the perspective of the person living here.

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