

Frequently Asked Questions
2024-2025 Skin and Wound Professional Growth Fund
January 2025 Announcement

1. What is the purpose of the new Skin and Wound Professional Growth Fund?

In January 2025, the Ministry of Long-Term Care (“the Ministry”) announced investments in skin and wound care education programs for long-term care home staff, offered by Nurses Specialized in Wounds, Ostomy, and Continence Canada and Wounds Canada in Winter 2025.

To enable long-term care (LTC) homes to better access these skin and wound care education programs, the Ministry is providing up to \$1,000,000 in one-time funding in 2024-25 through the Skin and Wound Professional Growth Fund to support ongoing staff education and training, including backfilling staff participating in skin and wound care education and training.

Should LTC homes not be able to spend this funding on skin and wound care education and training backfill costs, they may spend it on any other eligible expenses laid out in the *Skin and Wound Professional Growth Fund Funding Policy* that are unrelated to skin and wound care.

2. How will the Skin and Wound Professional Growth Fund be implemented in fiscal year 2024-25? How much will homes receive?

The funding will be allocated on a per bed per month basis based on the number of operational beds calculated as of October 2024, and ward bed occupancy data as of October 2024, subject to the terms and conditions outlined in the *Skin and Wound Professional Growth Fund Funding Policy*, dated January 2025.

From January 2025 to March 2025, LTC homes will receive a monthly allocation based on a per bed per month rate of \$4.39.

3. What are eligible education and training expenses for the Skin and Wound Professional Growth Fund?

Eligible expenses for the Skin and Wound Professional Growth Fund are outlined in Section 2 of the *Skin and Wound Professional Growth Fund Funding Policy* and are consistent with existing eligible expenses for the Supporting Professional Growth Fund and Level-of-Care.

Education and training expenses are eligible for the Skin and Wound Professional Growth Fund if:

- They are applied to the education and training of eligible LTC home staff,
- The education or training would improve the ability of staff to perform their primary function, including, but not limited to, providing skin and wound care, and
- They fall into one of the following categories:
 - Backfilling staff members who are participating in training, or
 - Reasonable learner costs, such as:
 - Travel;
 - Accommodation; and
 - Course fees.
 - Eligible LTC home staff leading or delivering in house training to eligible LTC home staff.
- Expenses are not eligible if education or training was initiated before employment began with the LTC home, or if they include the purchase of equipment, such as computer hardware.

Exclusions to eligible expenses include:

- Education or training which does not connect to employee's primary role;
- Support for individuals who are not regular employees of the long-term care home (i.e., agency staff), or do not have any direct impact on residents;
- Education or training for back-office roles, where there is no direct contact and/or impact on the resident experience;
- Equipment, such as computers; and
- Continuing education and graduate/post-graduate degrees such as a B.Sc., or a Masters for any staff.

4. How should LTC homes report on the additional SPGF and the funding intended to support backfill costs for wound care?

LTC homes should report on this funding in alignment with the reporting requirements laid out in Section 4 of the *Skin and Wound Professional Growth Fund Funding Policy*. This includes:

- Reporting expenditures as part of the LTC Home Annual Report.
- Status updates upon request from the Ministry from time to time in form and content as directed by the Ministry.
- Any further reporting instructions provided by the Ministry relating to the format and content of the reports, and/or evaluation of the program.

5. How is the Skin and Wound Professional Growth Fund different from the Supporting Professional Growth Fund?

The Skin and Wound Professional Growth Fund is one-time funding to LTC homes from January to March 2025. This funding is on top of the funding that LTC homes are receiving through the Supporting Professional Growth Fund.

The terms and conditions for the Skin and Wound Professional Growth Fund are outlined in the *Skin and Wound Professional Growth Fund Funding Policy*. They are the same as the terms and conditions for the Supporting Professional Growth Fund, as outlined in the *Supporting Professional Growth Fund Funding Policy*, except for the reporting requirements.

The Ministry encourages LTC homes to consider using the Skin and Wound Professional Growth Fund to backfill staff participating in skin and wound care education and training. However, should LTC homes not be able to spend this funding for this purpose, they may spend it on any other eligible expenses laid out in the *Skin and Wound Professional Growth Fund Funding Policy* that are unrelated to skin and wound care.