

**Ministry of Long-Term Care**  
Assistant Deputy Minister  
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**Ministère des Soins de longue durée**  
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April 6, 2023

**MEMORANDUM TO: Long-Term Care Licensees**

**FROM: Erin Hannah, Assistant Deputy Minister**

**SUBJECT: *Updates to Ontario Regulation 246/22 Coming into Force April 11, 2023***

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I am pleased to share with you that on April 11, 2023, changes to [Ontario Regulation 246/22](#) (the “Regulation”) under the [Fixing Long-Term Care Act, 2021](#) (the “Act”) will come into effect.

Since the Act and the Regulation came into force last April, the ministry has continued to take targeted actions to advance the plan to fix long-term care and connect seniors with faster, more convenient access to the services they need.

Informed by engagement with key partners and stakeholders and feedback from the public, the ministry has refined the regulatory framework to better reflect emerging needs in the sector. The ministry is appreciative of the diverse perspectives that helped inform the regulatory changes which primarily focus on three key areas: staffing qualifications, medication management and drug administration, and the resident experience.

## Summary of Key Changes

### Staffing

Amendments have been made to reduce barriers that restrict innovative education programs, qualified students and other professionals from entering the sector, and support the delivery of quality care to residents.

- Staffing qualifications are amended for some roles to ensure qualification requirements are proportionate with the responsibilities and accountabilities of the role. Impacted roles include:
  - personal support workers
  - designated lead for restorative care
  - designated lead for recreational and social activities
  - staff providing recreational and social activities
  - nutrition managers
  - cooks
  - food service workers
  - designated leads for housekeeping, laundry and maintenance

- The transitional staffing qualifications provision is extended by six months to provide long-term care licensees with the ongoing flexibility needed to support resident safety and quality of care while staffing continues to stabilize.

### **Medication Management and Drug Administration**

Amendments have been made to enhance medication safety for residents and enable all regulated health professionals to administer drugs in long-term care homes according to their scope of practice. This means that regulated health professionals may practice their profession to their full scope of practice in a long-term care home in the same way they would in other health care settings.

- Registered health care practitioners are enabled to practice to their full scope as defined by the relevant regulatory college.
- Personal support workers are enabled to administer drugs where they have completed training aligned with ministry guidelines (to be released in the near future), where the administration does not involve a controlled act or substance, and where it has been assigned by a member of the registered nursing staff and is performed under their supervision and in accordance with the College of Nurses of Ontario's practice guidelines.
- COVID-19 vaccines are included in the list of immunizations that must be offered to long-term care residents.
- Changes are made to augment safe and effective medication management practices (e.g., adding drug storage and preparation to functions that need to be backed up by generators) and to embed the Minister's Directive: Glucagon, Severe Hypoglycemia, and Unresponsive Hypoglycemia within the Regulation.

### **The Resident Experience**

Amendments have been made to air conditioning requirements to make sure residents can live comfortably in their homes and to reinforce accountability among long-term care homes for complying with air conditioning requirements.

- Air conditioning (A/C) requirements are changed to reflect a new A/C definition, update exemption criteria for A/C requirements in resident rooms, clarify when portable or window A/C units can be removed, and identify a date for new or redeveloping homes to comply with A/C requirements for resident rooms.
- A new Administrative Monetary Policy is established for failing to ensure that A/C is installed, operational and in good-working order for a specified period.
- Changes are made to ensure a post-fall assessment is always completed when a resident falls, and to ensure an assessment by a registered dietitian is completed when a resident exhibits a skin condition that is likely to respond to nutrition intervention.

In addition to the above key changes, there are changes that clarify requirements related to administrative monetary penalties, alternate level of care placements, and the role of medical directors in long-term care homes.

## Implementation Supports

To support you, your teams and your long-term care home community with understanding these changes, the ministry is pleased to provide you with a suite of tools, including fact sheets, resident information sheets, and upcoming webinars on the revised Regulation.

### Factsheets and Informational Resources

- Air Conditioning Factsheet
- Drug Administration Factsheet
- Medication Management Factsheet
- Staffing Qualifications Factsheet
- The Resident Experience Factsheet
- What Residents Can Expect Primer: an easy-to-read information sheet that explains what the changes mean for residents.

### Information Sessions

A sector-wide information session will be held on April 11, 2023, from 1:00 to 2:00 PM to provide a technical overview of the changes to the Regulation. Please share the details of the Zoom call with the most appropriate person on your team.

### Technical Information Session Details

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89715673101>

Or One tap mobile :

Canada: +15873281099,,89715673101# or +16473744685,,89715673101#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

Canada: +1 587 328 1099 or +1 647 374 4685 or +1 647 558 0588 or +1 778 907 2071 or +1 780 666 0144 or +1 204 272 7920 or +1 438 809 7799

Webinar ID: 897 1567 3101

### Information Sessions for Residents and Families

Additional information sessions for residents and families will take place on April 17 and April 18, 2023 respectively. Details on these webinars, including meeting times and participation links will be posted on LTChomes.net in the near future.

If you have questions about the updated Regulation, please contact us by e-mail at

[mltc.correspondence@ontario.ca](mailto:mltc.correspondence@ontario.ca).

Your continued collaboration and commitment to support quality resident care through ongoing and sustained positive change in the sector is greatly appreciated. I look forward to continuing to work together to advance our shared goal of supporting the best possible quality of care and quality of life for long-term care residents in Ontario.

Sincerely,



Erin Hannah  
Assistant Deputy Minister

- c: Martha Greenberg, Deputy Minister, Ministry of Long-Term Care (MLTC) and Ministry for Seniors and Accessibility (MSAA)  
Dr. Catherine Zahn, Deputy Minister, Ministry of Health (MOH)  
Jeff Butler, Assistant Deputy Minister, Long-Term Care Operations, MLTC  
Brian Pollard, Assistant Deputy Minister, Long-Term Care Capital, MLTC  
Gillian Steeve, Assistant Deputy Minister, System Planning and Partnerships, MLTC  
Matthew Anderson, President and Chief Executive Officer, Ontario Health  
Cynthia Martineau, Chief Executive Officer, Home and Community Care Support Services  
Lisa Levin, Chief Executive Officer, AdvantAge Ontario  
Donna Duncan, Chief Executive Officer, Ontario Long Term Care Association  
Samantha Peck, Executive Director, Family Councils Ontario  
Dee Tripp, Executive Director, Ontario Association of Residents' Councils  
Dr. Rhonda Collins, President, Ontario Long Term Care Clinicians  
Lindsay Jones, Association of Municipalities of Ontario  
Michael Jacek, Association of Municipalities of Ontario