

POLICY AND PROCEDURE

CATEGORY: Administration	SUBJECT: Scheduling Of Staff Family Members When Providing Resident Care	SECTION: S POLICY: 2
DATE: January, 2013	Signature: _____ ADMINISTRATOR	

SCHEDULING OF STAFF FAMILY MEMBERS WHEN PROVIDING RESIDENT CARE

POLICY:

Leamington Mennonite Home endeavours to protect residents and staff from workplace risks and liabilities. Staff liability may arise under the *Long Term Care Homes Act, 2007* when there is a resident fall, accident, theft, and/or allegation of neglect or abuse. Close familial relationships, most particularly marriage, are vulnerable to criticism of protectionism and/or lack of objectivity. In order to uphold professional care guidelines and to avoid liabilities LMH will not schedule staff family members together on the Bath Team or in the same Care Group.

PROCEDURE:

1. LMH will schedule staff so that immediate family members will not be routinely scheduled to work in the same Care Groups nor on the Bath Team together.
2. Immediate family member is defined as: spouses, parent and child, siblings.
3. The current trade practices between staff members will continue, but if the trade results in two immediate family members working in the same Care Group, the staff member involved in the trade will work an alternate Care Group.
4. The Bath Team will be treated as one Care Group for scheduling purposes.
5. Call-ins are exempt from this procedure, except for spouses, who will be reassigned to work different Care Groups.