

PREPARING FOR THE MOVE INTO LONG-TERM CARE

Wellington Terrace Long Term Care Home

The application for long-term care has been completed. This move will be a major change in your family member's surroundings. The following information will help you plan the next steps to take in moving your family member to their new home. The checklist provides you with a number of practical tips and things to consider to help you prepare.

While Waiting For The Bed Offer:

Experience has shown that preparation during this period of waiting can greatly reduce your stress and that of your family member at the time of the move. Preparation now will free you up your time later to help your loved one cope with the changes related to the move.

Complete a Life Story:

The Alzheimer Society's "Personal Care Book", can help you list the likes, dislikes, accomplishments, major life events (happy and sad), and treasured memories of your family member. This is one of the most important things you can do to help the staff in your new long-term care home get to know your family member better. You may wish to write more than the space allowed for in the book. This life story will help the team better understand your family member's needs. A life story is like a biography. It can be simple or detailed, depending on the time and energy you have, as well as the amount of help you have from other people to work on it. A life story explains the characteristics and experiences that make a person who they are today.

Build a Circle of Support People:

Preparing to move a family member to a long term care home is never easy. It is important to choose some people you can talk to about your feelings, your concerns and your fears.

Complete and gather together all important documents:

- Power of Attorney for Property – This legal document appoints a person who can make financial decisions for you now, or in the future, if you are unable to make these decisions yourself.
- Power of Attorney for Personal Care – This is a legal document that appoints a person who can make decisions about your personal care (for example, medical treatment, where you live)
- Think about the kind of care or level of treatment your family member would want to receive. You will be asked about this on the day of admission, so you will want to think about it ahead of time and talk to others, if these choices have not already been made by your family member in the body of their Power of Attorney for Personal Care or with a 'living will'. You may be asked to make decisions about care for your relative and these decisions will be based on what you know your relative would want or what would be in his or her best interests. These decisions are called "advance care choices" or "advance directives". Speak to the physician if you are not clear about what these choices. Talk to your family, close friends and the attending physician about advance care choices.

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- Health Card, Banking Information, cheque book
- Insurance benefit information or veterans benefit information that may cover additional services
- Locate Notice of Assessment from Revenue Canada if your family member is applying for basic accommodation. Please take this with you on the day of admission to the home.
- Set money aside for the first month's accommodation and inquire about the cost of extra services (telephone, cable, hair care, assistive devices etc.)
- Prepare change of address notices for the bank, Revenue Canada, your pension, physician, place of worship, friends and family.
- Involuntary Separation - When couples must live in separate locations, the spouse in the community may have financial difficulties. Involuntary separation is only for people who receive GIS (Guaranteed Income Supplement) benefits or those who do not receive GIS because of CPP income. Applying for Involuntary Separation may increase your own or your spouse's GIS benefits. You can get an application from the Human Resources Development Canada office or from the long term care home.

The Call Comes and You Accept the Offer:

- When a bed becomes available at one of the selected long term care homes, you will receive a phone call from your Case Manager at Home & Community Support Services to offer the bed. You must decide if you want to accept the bed offer within 24 hours. You can take up to five days to move into the long term care home, and bed-holding fees may be charged.
- After you accept the offer of the bed, as much of the paperwork and other information you can provide ahead of time (including the Personal Care Book with your family member's life story), will help the Care Team to prepare for the arrival of your family member.

After you accept the offer:

- Call the people in your circle of support to assist you with the details and to support you with the emotions related to the move.
- Confirm transportation arrangements and the person who will accompany you during the move.
- Determine the date and time of arrival at the new home and the name of the person from the home who will meet you there. It is usual for the home to want your family member to arrive before lunch. This gives them more time to adjust to the new setting on the first day.
- Consider arranging to have someone meet you after the move to provide support.

The Day of the Move - What to take with you:

- The Personal Care Book
- Clothing, belongings and assistive devices.
- Copies of all of the completed legal and financial documents and health card
- Your family member's calendar of upcoming appointments.
- All of your family member's current medication in the original labelled containers.
- Advance care choices or copy of your family member's wishes for medical interventions if they put these in writing previously.

