

Borris Lodge Nursing Home  
Borris, Co. Carlow  
[www.borrislodge.ie](http://www.borrislodge.ie)



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# **Statement of Purpose and Function**

# **Information Booklet**

**Registration Number 203**

**Borris, Co. Carlow 059-9773112**

## **Background**

This booklet is designed to complement your resident's guide/ information booklet. The details provided below will give you information on the governance and management of the Nursing Home and it will also meet the requirements set out in the 'National Quality Standards for Residential Care Settings for Older People in Ireland' and the 'Health Act 2007 (Care and Welfare of Residents in Designated Centres for Older People) Regulations 2009'.

## **Mission Statement**

We undertake to provide a high standard of care and treatment to dependent older people who can no longer live at home, by providing accommodation and an environment which replicates home life as closely as possible. We seek to develop, maintain and maximise the full potential of each resident. Our philosophy of care is to promote the optimum possible independence of each resident and to ensure a person centred care environment.

Our residents' rights as individuals will be respected at all times. The preservation of our residents' dignity is an essential feature of our care.

Residents are able to exercise choice in many aspects of daily life. They are not regimented or subject to rigid routines. Residents are allowed reasonable individuality in matters such as clothing, food preferences, bed times, and meal times and throughout the usual daily activities.

Residents are encouraged to keep up their links outside the nursing home. This will give them access to alternative supports and other sources of advice.



## **Governance/ Management:**

The management and governance of Borris Lodge Nursing Home is directed by a team of dedicated and committed members of staff who continually strive to raise standards of care. Your management team contacts are:

Name	Position Held	Contact Details (address)	Professional Registration or relevant qualifications/ experience
James O’Keeffe Proprietor	Registered Provider  Person In Charge	Borris Lodge Nursing Home,  Borris,  Co. Carlow  059-9773112  086-8073928	RGN  RPN
Helen O’Keeffe Proprietor	Director Of Nursing	Borris Lodge Nursing Home,  Borris,  Co. Carlow  059-9773112  086-8073928	RGN  RPN
Kathleen Carrig	Assistant Director Of Nursing	Borris Lodge Nursing Home,  Borris,  Co. Carlow  059-9773112	RGN



## Staffing:

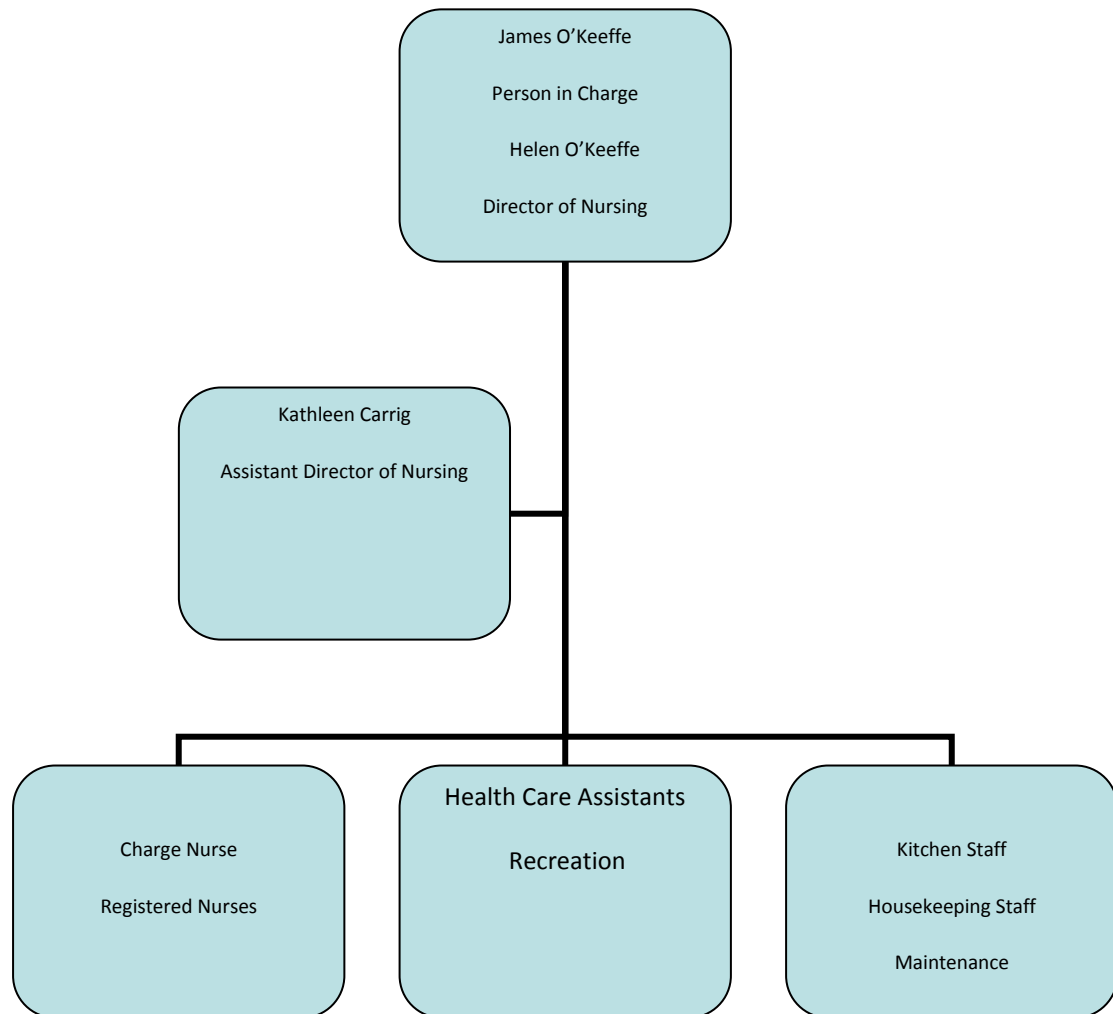
Borris Lodge Nursing Home employs 63 staff. The following gives a break down of the staff complement by grade and whole time equivalent numbers:

Position	Grade	No. Of Whole Time Equivalents
Management	Registered Proprietor Person in charge	2
Nursing	15 Staff Nurses	10
Care Assistants	34 Care Assistants	28
Office Admin	1 Staff	0.38
Cleaning	3 Housekeepers	2
Recreation	1 staff	0.5
Chef	1 staff	1
Cook	2 Cooks	1.43
Kitchen Assistants	2 staff	2
Laundry	1Staff	0.5
Maintenance	2 staff	2

NB. Whole Time Equivalent is the number of staff who would be employed if all staff were employed full-time



## Organisational Structure:



## **Occupancy/ Resident profile:**

Borris Lodge Nursing Home can accommodate up to 52 residents. We are registered for 52 residents.

We accommodate both female and male residents aged 65 years and over who require long term care for all conditions associated with advancing age, stroke care and dementia care.

We also cater for residents less than 65 years who require long term care for a physical disability or brain injury from the locality if they choose Borris Lodge as their place of residence. (As per registration certificate)

## **Admission Criteria:**

Admissions to Borris Lodge Nursing Home are arranged by appointment following a pre-admission assessment of your needs. This is to ensure that we have all the necessary equipment, knowledge and competency to meet your care needs. Prospective residents and their family are encouraged to visit the home prior to admission.

We understand that in exceptional cases, where there is no alternative available, emergency admissions are necessary to promote the safety of the resident. In this instance the Director of Nursing or Assistant Director of Nursing will ensure that you or your representative is informed within 48 hours about key aspects of the Nursing Home.

## **Visiting Arrangements:**

### **Potential Residents**

We understand that the decision to move into long-term care can be a stressful time. At Borris Lodge Nursing Home we want to make your transition as smooth as possible. Our Director of Nursing will be happy to meet with you and your family to give you a tour of the building and discuss any personal needs you may have. In order to ensure you receive our uninterrupted attention we would ask that you kindly schedule an appointment in the first instance.

### **Existing Residents**

We operate an open visiting policy within Borris Lodge Nursing Home. However to protect our residents we ask that visitors report to nursing staff on entering and



leaving as precautionary infection control measures may be necessary. Borris Lodge Nursing Home reserves the right to impose restrictions on visiting arrangements where the visit or time of visit is deemed to pose a risk or where the resident requests restrictions.

### **Care plan:**

Your care plan will be commenced with your participation within 48 hours of admission. This will be individualised to set out your personal care needs and will provide direction to staff members caring for you. A review of your care plan will be prompted following your feedback, any changes in your personal needs/ circumstances and will be updated no less frequently than at three-monthly intervals. To ensure we have your full participation in this process we will consult with you when your care plan is for review.

### **Contract of Care:**

By agreeing to take up residency within Borris Lodge Nursing Home you will have signed a contract of care which ensures that you have a legally binding assurance of high quality care standards and that we have an acknowledgement of your commitment to our terms and conditions. The contract will be agreed within one month of admission to Borris Lodge. The contract deals with your care and welfare and includes details of the services provided and the fees charged.

### **Internal Services and facilities/ Activities:**

In order to enhance the care provided and enable you to fulfil your personal, social and psychological needs the following services and activities are available within Borris Lodge Nursing Home:

Chiropody and Physiotherapy services can be arranged. Mass is celebrated weekly and clergymen of different dominations visit on a regular basis. On-site hair dressing can be arranged and personal in-house laundry is provided. There are no restrictions on visiting hours. Ample car parking is provided. The local Church, shops and hotel are only a few minutes walk away. Daily and weekly local newspapers are available including the Carlow Nationalist on tape.

Recreational activities organised in the afternoons are tailored to the individual needs of each resident. There are lots of different activities to suit everyone's tastes. Resident can choose if they want to take part, as choice is an integral part



of our Nursing Home.

Activities include

- Entertainment e.g. Music Sessions, Bingo
- Reminiscence therapy
- Social events e.g. Birthday parties,
- Act Programme

### **Therapeutic:**

Due to limited access to HSE services, Borris Lodge Nursing Home contracts services from professionally registered and supervised therapists to enhance your rehabilitation potential. The following therapy services are provided:

<b>Service</b>	<b>Frequency</b>	<b>Accessibility</b>
Chiropody	As required	As required Cost incurred
Physiotherapy	As required	Assessment required Cost incurred

Complementary therapy services are also available. All therapists are professionally educated and supervised through their professional body. The following services are provided:

<b>Service</b>	<b>Frequency</b>	<b>Accessibility</b>
Reflexology	Visiting therapist As required	Appointment required Cost incurred

### **External Facilities/ Activities:**

Borris Lodge Nursing Home is situated in the village of Borris. The local shops, hotel and Church are only a few minutes walk away. Residents are encouraged to avail of the local facilities and staff will assist residents to access the shops etc. where possible. Visits out of the home to relatives or friends or to attend functions are encouraged.



## **Safety:**

Your safety is of paramount importance to us. If you need assistance please ask a member of staff or alternatively use your call bell to seek assistance.

## **Fire:**

We operate a test fire alarm every Monday at 3pm. This will last approx 10 minutes and will be intermittent in sound. If you hear a continuous alarm at any time of the day or night, this is **not** a test. Please proceed to the nearest fire exit and assemble in the designated safety area Fire point in car park. **Do not** use the lifts at this time. Staff will be on hand to assist you if required.

## **Other Emergencies:**

If you discover other scenarios or circumstances which pose a risk to residents or staff, please inform a staff member immediately.

## **Privacy and Dignity:**

We would like you to think of Borris Lodge Nursing Home as your home from home. Our staff will do their utmost to protect your privacy and dignity by

- knocking before entering your room
- asking your permission prior to any personal/ nursing interventions
- asking your permission for staff undergoing training and development, members of the opposite sex or others to be involved in your care

If you feel your privacy and dignity is being compromised then please inform a member of staff that you feel comfortable with.

## **Policies that inform our practice**

As a provider of high quality nursing care we welcome the 'National Quality Standards for Residential Care Settings for Older People in Ireland'. These standards will help to consolidate existing good practice whilst also identifying areas for development. A copy of the standards can be obtained either online at

[http://www.hiqa.ie/media/pdfs/HIQA\\_Residential\\_Care\\_Standards\\_2008.pdf](http://www.hiqa.ie/media/pdfs/HIQA_Residential_Care_Standards_2008.pdf) or in



writing to: Health Information and Quality Authority, Social Services Inspectorate, 1301 City Gate, Mahon, Cork. (A copy is available on the premises at all times)

Other policies and guidelines that we adhere to include:

‘Health Act 2000/ 2007’

‘Infection Control Guidelines’

‘Responding to Allegations of Elder Abuse’

‘Professional Guidance for Nurses working with older people’ An Bord Altranais

‘Towards a Restraint Free Environment in Nursing Homes’

### **Comments/ Compliments and Complaints:**

We are interested in your feedback to ensure that our service is continually reviewed and refined in line with best practice and resident choice. There are a number of ways in which you can share your views/ participate in the consultation process:

1. We operate a resident committee on the first Thursday of every month in the multipurpose room. All residents are invited to participate. This is a structured meeting which allows for open and honest communication about any comments or concerns you may have. The meeting is recorded and shared with all residents. In addition comments are discussed with the management of the home to address issues raised and to formulate an action plan.
2. If you have individual comments/ concerns which you do not wish to raise at the resident’s committee then please feel free to speak to any member of staff.
3. You may also nominate a family member, friend or advocate to act on your behalf. We will of course check that they have your permission.
4. We also invite you, your family and friends to complete our annual customer satisfaction survey.

We take all comments seriously and will aim to respond to your query as soon as possible. If you are not satisfied with your initial response then you may contact our Director of Nursing Helen O’Keeffe 059-9773112

