



## Model for developing an Enhanced Support Facility for people with disabilities during the COVID-19 pandemic and Pathway to Registration

This document has been developed by HSE Disability Services to support providers who are supporting people to move to appropriate temporary facilities (previously unregistered) during the COVID-19 crisis. It provides a pathway for registration and describes an example of how such a facility could be developed and used.

### 1.0 Rationale –

Enhanced Support Facilities (also known as COVID-19 Centres, Isolation Centres) are being opened as a **temporary** measure as an **urgent response** to the COVID-19 pandemic. The purpose of these facilities is to promote the safety and well-being of people with disabilities during the pandemic, and critically to protect their lives. These are extraordinary times and these facilities form part of the preparedness planning that services are putting in place where there is demonstrable risk to the health and welfare of residents if they were to continue living in their current registered designated centres. In so far as possible, given both the temporary nature of the requirement for these facilities and the speed in which they must be opened, the providers are ensuring the centres meet the requirements of the Health Act 2007 as amended and the relevant registration and care or support regulations. Actions are taken to mitigate any risks to the safety and well-being of all residents and staff.

### 2.0 Opening and Registering an Enhanced Support Facility: Pathway to Registration–

The Chief Inspector has agreed to the following arrangements in relation to centres for people with disabilities:

Where a provider intends using an **additional premises to accommodate residents on a temporary basis as part of their response to the current COVID-19 pandemic**, the provider may decide to submit an application **to vary conditions rather than having to submit a full registration application** where

- **the additional premises (building) is being added to an existing designated centre**
- **and comes within the governance arrangements for that designated centre.**

**IMPORTANT NOTE - This additional building does not need to be on the same premises/campus as an existing designated centre but the additional building must have the same Person in Charge and governance arrangements as the existing designated centre.**

The rationale for this is that the governance arrangements for the existing designated centre has already been inspected and assessed and determined to be “fit” and in compliance with the Health Act 2007 as amended and the relevant registration and care or support regulations.

This “additional premises/building” can be a premises such as a Day Centre that is temporarily closed due to COVID-19 and must meet the assurance requirements in section 3.0 of this document.



In order to submit an application **to vary the conditions** and add the additional premises to an existing designated centre, the provider should submit:

1. A completed application to vary conditions form
2. Apply to vary Condition 1 in relation to the extended footprint of the centre
3. Where there are to be additional residential places in the overall centre, apply to vary Condition 3
4. Submit a letter of assurance addressing the areas identified in the Regulatory Notice on Unregistered Centres
5. Submit an updated floor plan for the full centre, including the extended footprint.
6. Submit an updated statement of purpose for the centre

Given the temporary nature of these arrangements, going forward, the chief inspector has decided to waive the application fee for these applications to vary conditions of registration.

**These arrangements are only in place for the duration of the current public health emergency and are subject to ongoing review by the chief inspector.**

### **3.0 Assurance that residents are safe in the Enhanced Support Facilities –**

In line with the HIQA Regulatory Notice: Communique 5 (March 31, 2020) each Enhanced Support Facility will ensure that

- 3.1** there are clearly defined governance arrangements with defined management structures in place.
- 3.2** there are systems to appropriately assess risks around infections in particular in relation to the environment and equipment.
- 3.3** the premises is of sound construction and a good state of repair.

### **4.0 Purpose and Objectives–**

The Enhanced Support Facilities will support medically fragile individuals exhibiting symptoms of covid-19 who need care to an extent that they cannot be supported in their existing homes even in isolated areas therein. The aim is to concentrate clinical supports for best effect. The objectives of the facilities are:

- To provide nursing care to individuals with a diagnosis of COVID-19
- To provide palliative care to individuals whose condition may deteriorate and following assessment a transfer to the acute setting may not be deemed appropriate and instead a palliative care approach to care would be developed.
- To accept discharges from the acute hospital setting for the service provider's service users who have COVID-19 and as a result of this virus it has been deemed that the cannot return their home for a period of time



## 5.0 Example of one Model using a Day Service Building –

An example of one such Enhanced Support Facility is a Day Service building which can support a maximum of 15 individuals who require nursing support following a diagnosis of COVID-19. The building is fully accessible and includes an accessible bathroom, sluice room, and a kitchen and showering facilities for staff at the end of each shift.

Cleaning and disinfecting is in accordance with local policy guidelines and cleaning schedules. Staff wear Personal Protective Equipment at all times when supporting individuals in line with the most current HPSC guidelines. Staff adhere to hand hygiene, cough etiquette, and appropriate distancing.

The nurse-led service supports individuals who have been diagnosed with COVID-19. The nursing staff operate within their scope of practice and the organisation's policies and guiding documents. A sample nursing care plan to manage COVID-19 will be personalised on admission.

The service is supported by a local GP who will attend on a daily basis and when there is an admission. The GP will work in consultation with the person's GP, a consultant in Palliative Care and a Consultant in Respiratory Medicine.

Daily telephone contact is made with the resident's nominated family member to keep them updated as to the well-being of their family member. There is daily communication with the GP for review of each resident. The Director of Nursing and/or PIC will be informed of any deterioration in any individual's status.

Visitors are not permitted to the facility unless at end stage of life where the restricted visiting will be facilitated. This particular Enhanced Support Centre has utilised windows (that are low to the ground) as a means of allowing loved ones to "visit" the person who is dying. This has allowed family members to say their goodbyes without having to wear the full set of PPE.

Individual Emergency Fire Evacuation plans are completed once an individual is admitted to the facility. All staff have fire training completed and a fire management system is in place to mitigate risks.

### Sample Admission Criteria –

1. An individual who presents as unwell as a result of a positive diagnosis of COVID-19 whose medical/nursing care cannot be managed in their home and cannot be transferred to acute care.
2. The individual requires 24 hour nursing care.
3. A referral form is required to be completed for any individual meeting the admission criteria and requiring admission. The form must be completed by the PIC/Local Manager where they are transferring from and submitted to the Director of Nursing in the Enhanced Support Facility.



4. Two members of the nursing support team in conjunction with senior management will discuss whether an admission is required.
5. Following a decision to admit an individual to the Enhanced Support Facility, the individual's next of kin will be informed by the PIC from their own home.
6. The PIC or designate in the Enhanced Support Facility must ensure the following information is updated on admission and is made available
  - a. Hospital Passport
  - b. Care Plan
  - c. Baseline Observations
  - d. Medication Kardex
  - e. Medications
  - f. Specialised equipment (personal slings, nebs etc.)
  - g. Current Waterlow assessment
  - h. Current MUST assessment
  - i. Modified diet equipment e.g. nutilis/SALT recommendations/guidance
  - j. All appropriate risk assessment

#### **6.0 Other instances where pathway to registration is “varying the conditions”**

A provider may also use the Pathway to Registration as outlined in 2.0 for other scenarios during the COVID-10 pandemic such as:

- A person living in a group home needs more space as a result of distress due to the requirements of isolation – if the provider has other premises they can add that premises to the existing designated centre in order to either move the other people out of the home or move the person who is distressed to the new facility.
- A provider may wish to use an additional building to “cohort” people who are suspected or confirmed cases of COVID-19 - this building can also be added to the existing designated centre once it meets the requirements under 2.0.