

eApproval#: 179-2021-123

April 28, 2021

VIA EMAIL**Re: Medication Safety Technology (MST) Program**

Dear Long-Term Care Home Licensees:

This letter is further to the recent letter from the Honourable Dr. Merrilee Fullerton, Minister of Long-Term Care, informing you that the Ministry of Long-Term Care (“the ministry”) will be providing funding to long-term care (LTC) homes to support the adoption of technologies to strengthen LTC medication safety.

Funding of up to \$21,053,600 in 2021-22, \$28,261,500 in 2022-23, and \$28,337,000 in 2023-24 will be provided to LTC home licensees that are party to a Letter of Agreement for Ministry Direct Funding to Long-Term Care Homes (Direct Funding Agreement, or DFA) with the ministry.

This funding constitutes a one-time transfer payment program under the Letter of Agreement for Ministry Direct Funding to Long-Term Care Homes (DFA) between the home and the ministry, and is subject to the terms of that agreement. This letter and the associated *Long-Term Care (LTC) Medication Safety Technology (MST) Program Funding Policy* constitute the Applicable Ministry Policy Documents with respect to MST program funding as supplemented by the directives and policies identified in the DFA. All other terms and conditions contained in the DFA will remain in full force and effect.

Purpose of Funding

In the final report of the Public Inquiry into the Safety and Security of Residents in the Long-Term Care Homes System, the Honourable Eileen E. Gillese, Commissioner of the Public Inquiry, emphasized the importance of medication management in LTC homes in keeping LTC residents safe. Justice Gillese made a series of findings and recommendations to strengthen medication safety in LTC homes, including recommendations about how technology can be used to strengthen medication management.

The purpose of the MST program is to provide supplementary funding to LTC homes over a

three-year period to enhance the safety and security of medication management systems. This funding will enable LTC homes to acquire access to technologies that can support:

- The secure and accurate electronic transmission and handling of prescription information.
- The optimization of medication regimens for LTC home residents, including the identification of opportunities for deprescribing and decision support at the point of prescribing.
- The strengthening of the security of the drug supply.
- The accurate administration of medication.
- The oversight and monitoring of the medication use process.
- The improved functioning of the medication management system in the LTC home.

Funding Approach

All LTC home Licensees that are party to a DFA with the ministry with respect of an LTC home will receive a per diem amount in accordance with the number of licensed or approved beds in operation in the home. A minimum amount of funding will be provided for smaller homes in each of the three years of the program.

The ministry will provide Funding as follows:

Year 1: 2021-22	\$0.72 in per diem funding or \$16,667, whichever is greater
Year 2: 2022-23	\$0.98 in per diem funding or \$16,667, whichever is greater
Year 3: 2023-24	\$0.98 in per diem funding or \$16,667, whichever is greater

The allocation methodology is based on the number of beds licensed or approved under the *Long-Term Care Homes Act, 2007* in operation, as determined by the ministry, as of April 1 of each such year. Beds in abeyance and Elderly Capital Assistance Program (ELDCAP) beds are excluded from this determination.

Payments will be made to LTC homes on a monthly basis, in accordance with the usual scheduled monthly payment cycle.

Eligible Expenditures

Through the MST program, LTC homes will have the flexibility to choose from a list of five types of eligible technologies to implement. These technologies have been demonstrated to support medication safety, based on consultation with medication safety experts, and have been implemented in acute care and LTC settings in Ontario. LTC homes will also have the flexibility to submit a request to the ministry for consideration of items that are not listed but that meet program goals.

In addition to the costs of acquiring the technologies themselves, LTC homes may also use MST funding to support costs associated with their implementation, including implementation support and change management support.

Needs Assessment Process

In order to support the selection and implementation of eligible items, LTC homes must complete a needs assessment process that involves (a) conducting an evaluation of their medication management system and (b) developing a technology plan (or adding to an existing one).

In order to complete the evaluation of the medication management system, LTC homes must use the Medication Safety Self-Assessment for Long-Term Care tool developed by the Institute for Safe Medication Practices Canada (ISMP Canada). This process will support homes in satisfying requirements under section 116 of Regulation 79/10 under the *Long-Term Care Homes Act, 2007* in relation to an assessment instrument for the annual evaluation of the medication management system in the home.

Reporting

With respect to financial reporting, homes will report expenditures for the April-to-December and January-to-March periods in their respective calendar years. For example:

- Expenditure for the April 1, 2021 to December 31, 2021 period will be reported in the 2021 LTCH Annual Report.
- Expenditure for the January 1, 2022 to March 31, 2022 will be reported in the 2022 LTCH Annual Report.
- In the 2022 reconciliation, expenditure for the April 1, 2021 to December 31, 2021 period in the 2021 LTCH Annual Report will be added to expenditure for the January 1, 2022 to March 31, 2022 in the 2022 LTCH Annual Report, matched against funding for the April 1, 2021 to March 31, 2022 period, and unused funds recovered.

LTC homes will also be required to complete a supplementary report, in the form and manner provided by the ministry, and submit this to the ministry on or before September 30, 2021 to identify:

- Which of the technologies listed in the funding policy were already in place or being accessed by the LTC home as of April 1, 2021.
- The name and description of the technology(ies) selected for implementation.
- The name of the vendor from which the technology is procured.
- The status of implementation.

Further details of the funding approach, the eligibility requirements, as well as the terms, conditions and accountability requirements are outlined in the associated *Long-Term Care (LTC) Medication Safety Technology (MST) Program Funding Policy*. In the event of a conflict or inconsistency between any terms and conditions of this letter and the policy, the terms of the policy shall govern.

Thank you for your continued dedication and commitment to improving the quality of LTC in Ontario, particularly during this unprecedented time.

If you have any questions or require further information, please contact the ministry by email at MLTC.Correspondence@ontario.ca.

Sincerely,



Janet Hope
Assistant Deputy Minister
Long-term Care Policy Division



Sheila Bristo
Assistant Deputy Minister
Long-term Care Operations Division

- c:
- Lisa Levin, Chief Executive Officer, AdvantAge Ontario
 - Donna Duncan, Chief Executive Officer, Ontario Long Term Care Association
 - Jane Sinclair, Chair, Board of Directors, AdvantAge Ontario
 - Brent Gingerich, Chair, Board of Directors, Ontario Long Term Care Association
 - Monika Turner, Director of Policy, Association of Municipalities of Ontario
 - Richard Steele, Deputy Minister, Ministry of Long-Term Care
 - Janet Hope, Assistant Deputy Minister, LTC Policy Division
 - Sheila Bristo, Assistant Deputy Minister, LTC Operations Division
 - Michael Robertson, Director, LTC Response Branch
 - Abby Dwosh, Director, LTC Funding and Programs Branch
 - Jim Yuill, Director, Financial Management Branch
 - Jeffrey Graham, Director, Fiscal Oversight & Performance Branch