

---

**Policy: COVID-19 Emergency Measures Funding Policy  
(COVID-19 Funding Policy)**

**Effective March 23,  
2020**

---

## **1.0 Introduction**

The Ministry of Long-Term Care (Ministry) is providing emergency funding support as a result of COVID-19 to long-term care (LTC) home licensees. This funding is in recognition of surge capacity as well as the extraordinary costs associated with preventing and containing the spread of COVID-19.

This policy provides further information regarding the funding conditions, co-payment accommodation rates and reporting requirements for reconciliation as it applies to the *COVID-19 Emergency Measures Policy* (COVID-19 Policy) issued on March 23, 2020 and will be updated as required.

## **2.0 Level of Care (LOC) Per Diem Funding and Additional Subsidy Funding**

- 2.1 Funding for short-stay beds deemed converted to long-stay beds under the COVID-19 Policy will continue to be funded as per the rate set out for the respective bed types in the *Long-Term Care Homes Level-of-Care (LOC) Per Diem, Occupancy and Acuity Adjustment Funding Policy* and the *LTCH LOC Per Diem Funding Summary*.
- 2.2 Respite care beds converted into long-stay beds will continue to be classified beds and case mix index (CMI) adjusted. Convalescent care beds converted into long-stay beds will continue to be unclassified beds and will not be subject to the CMI adjustment.
- 2.3 The LOC per diem funding provided to a converted long-stay bed from a short-stay respite care bed, and the LOC per diem funding and additional subsidy provided to a converted long-stay bed from a convalescent care bed under the COVID-19 Policy will continue to be funded at 100% regardless of actual occupancy.

## **3.0 Co-Payment Accommodation Rate for Converted Long-Stay Beds**

- 3.1 Applicants admitted to converted long-stay beds under the COVID-19 Policy will continue to have the ability to request admission to either a basic or preferred bed. Consistent with existing regulations, applicants who request a basic room will pay the basic rate even if placed in a preferred room and applicants who request preferred accommodation and are placed in such will continue to pay the preferred bed rate. For more information on the basic and preferred accommodation rates, please refer to the *Bulletin to Residents of Long-Term*

*Care Homes: Important News Regarding Long-Term Care Home Accommodations Charges (Co-Pay Bulletin).*

- 3.2 If a placement coordinator deems that an applicant who has requested a basic room should be placed in a preferred room, the Ministry will reimburse the maximum cost difference stipulated by the Co-Pay Bulletin between a basic room and preferred room rate to the licensee for the duration of the COVID-19 Policy. This reimbursement applies to where the placement coordinator authorizes admission to preferred accommodation, even if basic accommodation has been requested, in accordance with section 208.2(2)10 of O. Regulation 29/10 of the *Long-Term Care Homes Act, 2007*.
- 3.3 Applicants who are unable to afford the current basic accommodation rate will be eligible to apply for the LTC Rate Reduction program. Please refer to the Co-Pay Bulletin for the applicable rate.

#### **4.0 Reporting Requirements and Reconciliation**

##### **4.1 Residents admitted to a converted bed in Preferred Accommodation**

- 4.1.1 Subject to section 3.2, each LTC home licensee will be reimbursed for the difference between the applicable maximum daily co-payment rate for the preferred accommodation and basic accommodation for the period the resident occupies preferred accommodation.
- 4.1.2 To determine the reimbursement amount for residents occupying converted long-stay beds in preferred accommodation, LTC home licensees will report on a separate line the number of resident days for the applicable period as defined in the LTCH Annual Report and in accordance with the LTCH Annual Report Technical Instructions and Guidelines. At the time of annual reconciliation, the Ministry will use this information to calculate the reimbursement amount for the period under consideration. The daily rate that the Ministry will pay as reimbursement is equal to the difference between the applicable maximum daily rate for preferred and Basic Accommodation for each converted bed. Please refer to the Co-Pay Bulletin for the applicable rate for your home.

##### **4.2 Reporting actual resident days and revenue from co-payment**

- 4.2.1 LTC homes shall use the existing lines in the LTCH Annual Report to report on the actual long-stay resident days and applicable basic accommodation fees for residents occupying a converted short-stay respite care bed and a converted convalescent care bed, using lines A005 and A012, respectively.

### **4.3. Reporting expenditures and reconciliation**

- 4.3.1 Consistent with the existing format in the LTCH Annual Report, eligible expenditures related to operating a converted short-stay respite care bed will be reported in columns 1 through 3 of section C through F, as applicable. Eligible expenditures related to operating a converted convalescent care bed will be reported in columns 5 through 7 of section C through F, as applicable.
- 4.3.2 Consistent with the existing reconciliation process, funding provided for short-stay respite beds converted to long-stay beds and funding provided to convalescent care beds converted to long-stay beds will be reconciled against eligible expenditures reported in columns 1 through 3 and columns 5 through 7 of sections C through F of the LTCH Annual Report, respectively.

### **5.0 Suspension of Occupancy Targets for the period of January 1, 2020 to December 31, 2020**

- 5.1 In recognition of the current efforts to contain the spread of COVID-19 in LTC homes, which may impact occupancy rates, the Ministry is suspending the requirements to achieve occupancy targets as outlined in section 7 of the *Long-Term Care Homes Level-of-Care Per Diem, Occupancy and Acuity-Adjustment Funding Policy*. This suspension is effective from January 1, 2020 to December 31, 2020. LTC homes will now receive LOC per diem funding based on the maximum resident days for all beds regardless of the actual occupancy achieved. The LOC per diem funding remains subject to reconciliation in accordance with the *LTCH Reconciliation and Recovery Policy*.
- 5.2 As a result of the changes described in section 5.1 of this policy, the rules and requirements to fund resident day credits due to outbreak as outlined in section 7.6.1.3 in the *Long-Term Care Homes Level-of-Care Per Diem, Occupancy and Acuity-Adjustment Funding Policy* are also suspended for the period January 1, 2020 to December 31, 2020. For this period, LTC homes experiencing outbreak(s) are not required to submit documentation to Financial Management Branch of the Ministry that would otherwise have been required.

### **6.0 Conclusion**

Unless otherwise specified in any of the above sections, this policy is effective as of March 23, 2020 until it is revoked. All LTC home licensees are required to comply with this policy in accordance with section 3.1 of the LTC Service Accountability Agreement with the Ministry.