



LOCH LOMOND VILLA, INC. Family Partnership Council Terms of Reference

A Family Partnership Council is a group of family members and friends of the residents of a long-term care home who gather for support, education, and dialogue to improve the experiences of all people in long-term care¹.

PURPOSE:

The Family Partnership Council provides the opportunity for an organized group of families to be engaged and work together to bring support to one another and to actively participate to improve resident and family experiences consistent with our Mission, Values, and Person-Centered Care philosophy.

GOALS¹:

The Family Partnership Council seeks to create a safe, vibrant, and supportive long-term care home for residents, families, and staff. The primary goals of the Family Partnership Council include:

- **Support:** Provide support to family members and offer guidance to new families during their transition to long-term care.
- **Education:** Make available a mechanism to learn and gain an understanding of the home and how it operates.
- **Problem-solving:** Advocate for solutions to collective concerns to improve residents' quality of life.
- **Communication:** Facilitate dialogue and share information about what is happening in the home.

REPRESENTATION:

The Family Partnership Council should consist of:

- Family/friend/public trustee of resident's representatives from each House (preferred)
- Social Worker
- Planetree Coordinator
- Volunteer Coordinator
- Staff from other departments as required.
- Public Trustee

MEETINGS:

- Meetings will be held monthly except in the months of July and August.
- Appointed chairperson will chair meetings.
- Minutes will be recorded of all meetings and distributed to the members of the Council by the appointed secretary.
- Suggestions and areas of opportunity addressed at the meeting will be documented by the secretary on the Family Partnership Item & Submission & Response Form and directed to the Leadership team or appropriate manager for review and response.
- The Recreation Manager or designate will report to the CEO annually.
- Minutes will be shared with the Leadership Team.

Notes:

¹ - Reference: Adapted from Family Councils Ontario, *Family Councils 101*.