

Purdy Pavilion Long Term Care Home

Resident and Family Handbook



Table of Contents

Quick Reference			3				
Мар			4				
Welcome to Purdy Pavilion Partners in Care: Expectations, Rights and Responsibilities Your Room and Personal Belongings			6				
				ClothingDentures and Eyeglasses	Electrical EquipmentToiletries	 Valuables 	
				Common Areas			9
Activity RoomDining Room/KitchenFamily Lounges	Garden Room and PatioLibrarySacred Space	Waterfall GardenUBC CampusUBC Hospital					
Your Health Care Team			10				
 Physicians Nurses and Care Aides Dental/Dental Hygienist Dietitian Occupational Therapist 	 Pharmacist Physiotherapist Recreation Therapist Resident Care Coordinator 	 Resident Services Manager Social Worker Spiritual Care 					
Services Available to You			13				
 Cleaning Services Dental and Denture Services Food Services Foot Care Hairdresser 	 Hearing Services Internet Laundry Mail Mobility Aids Optometry Services 	 Reading Material Telephones and Cell Phones Television Transportation 					
Financial Information			16				
Long Term Care FeeTrust/Comfort Account	 Temporary Absences and Hospitalization 						
Your Safety and Security			17				
AlcoholCall BellsFire SafetyHand Cleaning	 Medication Safety Outings Security Smoking 	Staff IdentificationWander Alert					
Information for Your Family	and Friends		19				
Visiting HoursInfection Control	Updates	ParkingPets					
Getting Involved in the Purdy Community			20				
Resident CouncilQuality Improvement	VolunteersDonations						

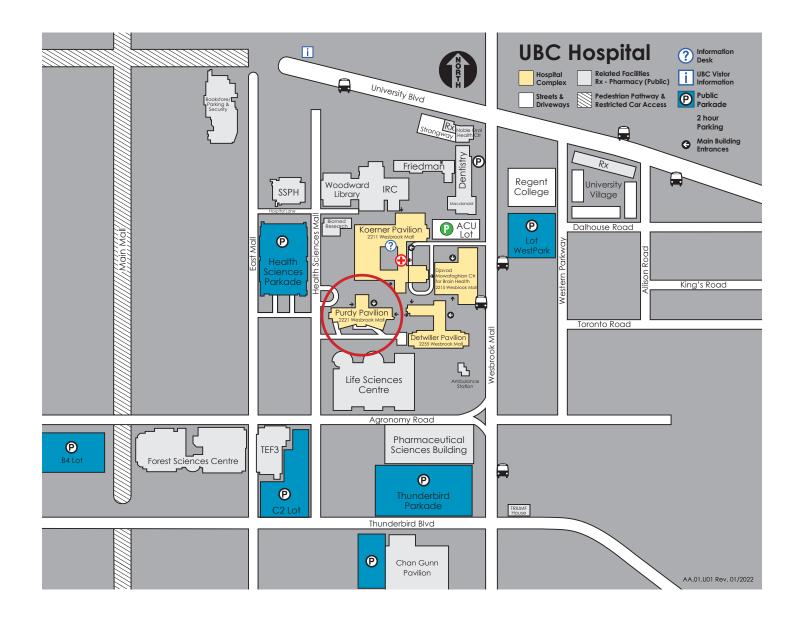
Quick Reference

Address:	Purdy Pavilion UBC Hospital 2221 Wesbrook Mall Vancouver, BC, V6T 2B5
Your Room Number:	
Key Contact Numbers:	Nursing Stations Purdy 1: 604-822-7518 Purdy 2: 604-822-7519 Purdy 3: 604-822-7161 Purdy 4: 604-822-7521
	Social Worker 604-822-7316 604-822-7002
	Manager 604-822-7289
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A complete, up-to-date contact list is provided in your welcome brochure.

If you have any questions, concerns or comments, please contact your

Resident Care Coordinator, Nurse, Social Worker or Manager.



Welcome to Purdy Pavilion!

We look forward to welcoming you to Purdy Pavilion. Our community is culturally diverse with staff and residents originally coming from many different countries. Special ethnic and spiritual days are celebrated, reflecting our Canadian mosaic. Whether you are here on a permanent basis or waiting for your preferred care home, we wish to welcome you to our community.

This location offers residents and visitors a number of amenities unique to its setting, including a wealth of volunteers from the University of British Columbia's (UBC) student population.

Special features of Purdy include a large recreational area, sacred space, library, family lounges, activity rooms, and a garden patio.

We acknowledge that moving is a stressful time and it requires a period of adjustment. We hope this booklet will answer many of your questions and help you to feel at home.



Purdy Pavilion is situated on the beautiful campus of UBC next to UBC Hospital. Opened in 1977, it is home to 178 individuals. We are operated by Vancouver Coastal Health, licensed under the Community Care Facilities Act/Hospital Act and accredited by the Canadian Hospital Association.

Partners in Care: Expectations, Rights & Responsibilities

We strive to provide you with quality care. Quality care is best achieved when you, the patient/resident/client along with your family/friends, become "partners in care" with us, your health care providers.

As a person receiving care, you can expect:

- To be treated with dignity and respect, without discrimination of any kind; to receive care that is courteous and considerate.
- To receive timely and competent care from qualified staff, in a clean and safe environment.
- To be introduced to us, your care providers, and to be informed of what we are going to do and why we are doing it.
- To receive the necessary information to make your own health care decisions, to ask questions and receive clear answers.
- To have the right to change your mind if you have already said "yes" or "no" to a course of treatment.
- To have the right to refuse to participate in research and to discuss not being involved in teaching beyond that which is required for your care.
- To have us maintain your privacy and the confidentiality of your medical information.
- To have someone you know support you whenever possible; and access to an interpreter if available.
- To be offered services that are accessible and appropriate should you have an impairment or disability.
- To have the right to file a complaint and receive a timely response, without fear that it will affect your care.



Partners in Care: Expectations & Responsibilities

As partner in your care, we expect you and your representatives:

- To treat others with dignity and respect, without discrimination of any kind; and to be courteous and considerate of your providers and others.
- To inform us of anything that could affect your present condition.
- To work with us to develop and decide on a plan of care that meets your needs.
- To follow your plan of care to the best of your ability, and to accept responsibility for the decisions you make about your care.
- To act in a safe and responsible manner.
- To be considerate and respectful of the privacy, diversity, property and other rights of patients/ clients/residents/visitors and staff.
- To understand our role in health care teaching and research. As such, students, interns and residents may be involved in your care.
- To respect Vancouver Coastal Health property, policies, rules and regulations.

Concerned about the Quality of Care?

If you have questions or concerns about your or your family member's care, please speak to the Resident Care Coordinator or Nurse In-Charge on your floor. If required, your concern can be brought to the attention of the Manager. It is best to talk about your concerns at the time and place they happen.

If you are uncomfortable speaking to a Manager or you are unhappy about how your concerns were handled, you can talk to the Patient Care Quality Office. The office can be reached at:

Phone: 1-877-993-9199 (toll free) Fax: 1-604-875-5545 CP-117 Mail: 855 West 12th Ave Vancouver, B.C. V5Z 1M9 In person: 8:30 a.m. to 3:30 p.m. Monday to Friday (except statutory holidays) Email: pcqo@vch.ca

Your Room and Personal Belongings

This is your home and we want it to be comfortable for you. While your room has basic furnishings, we invite you to bring items from your home, such as a comforter or bedspread, pictures, or a small radio (requiring wireless head phones for shared rooms). Unfortunately, we do not have the space to store larger items for you. Changing health care needs may necessitate the team to arrange a room move. We will try to keep these changes to a minimum and will consult with you prior to the move.

Clothing

We suggest that you have enough comfortable, machinewashable clothing for a oneweek period. Loose dresses, jogging suits, polyester/ cotton blends are highly recommended. All clothing will be labelled by the staff in the Purdy laundry. Please bring all clothing to the staff on your unit to be sent for labelling before it is worn, because unmarked clothing may go missing. Please report missing clothing as soon as possible so that we can try and find it. Purdy is not able to reimburse for any lost clothing.

Each resident has a small closet and bedside drawers for clothing storage. If possible, please have family take non-seasonal clothing home and store it, and exchange it as seasons change. Residents and families are encouraged to discard worn out or ill-fitting clothing.

Dentures and Eyeglasses

We recommend having your glasses and dentures marked so that they can be easily identified if lost.

Electrical Equipment

All personal electrical equipment brought in must be in good working order and checked by Maintenance staff to ensure that they are safe and CSA approved. This includes radios, televisions, electric clocks, shavers, etc. For safety reasons, heating pads, electric blankets, humidifiers, small appliances and extension cords are not permitted. Please speak to your Nursing Unit Assistant for more information on having equipment approved.

Toiletries

Please bring in your own personal toiletries, such as a toothbrush, toothpaste, brush, comb, deodorant, electric razor (labelled) and denture care products.

Valuables

While we make every effort to assist you in caring for your belongings, we cannot assume responsibility for missing valuables. Although security cameras exist on the Ground and Main floors, in addition to bedside tables with drawers that can be locked. we recommend that items of monetary or sentimental value be left in safekeeping located at the Cashier at Koerner Pavilion, with your family or in a safety deposit box. Any cash or monies may also be safely deposited into your Trust Account at the Cashier, which is open from 10:00 a.m.-2:00 p.m., Monday to Friday.

Common Areas

Purdy Pavilion offers plenty of space for social time with other residents, family and friends, as well as quiet time when you prefer to be alone.

Activity Room

There is an activity room located on most floors. When not in use for group activities this room is available for private visits or for family gatherings. To book the room for special occasions, please contact the Nursing Station on your floor.

Dining Room/Kitchen

Meals are usually served in the communal dining room. The dining room also doubles as an activity room outside of meal times. There is a kitchen area on each floor with a microwave and fridge for you to use. Please label all food with your name.

Family Lounges

Most floors have a small family lounge with a couch and a television. These spaces are shared with all residents and can be used for family visits or meetings.

Garden Room and Patio

The Garden Room is located on the Ground floor (G) and is adjacent to the accessible outdoor patio. This space hosts many drop-in activities and is a great location for our summer barbecues and for quiet gardening activities, or visits.

Library

The library is located on the Main floor (M) close to our Sacred Space. A variety of books, music, magazines and puzzles, including large print books are available for loan on the honour system. Hours are posted.

Sacred Space

The Sacred Space is located on the Main floor (M). This area is available for prayer, meditation and quiet reflection 24 hours every day. It is open to all faith traditions and features enhanced ventilation to accommodate ceremonies involving incense and smudging.

Waterfall Garden

The Waterfall Garden is located to the west of the Koerner Pavilion. Access is from the covered walkway between the Koerner Pavilion and the parkade.

UBC Campus

The UBC campus is a beautiful setting for outings. The Botanical Gardens, Nitobe Garden, the Museum of Anthropology and the Chan Centre are examples of places to visit. The University Village is a marketplace with shops, post office, restaurants and fresh produce.

UBC Hospital

There are many common spaces available at Koerner Pavilion which include the cafeteria on the Ground level. A coffee shop is also located on the Main floor of the Djavad Mowafaghian Brain Centre.

Your Health Care Team

Many professionals make up your health care team and we will all work together with you to ensure that you receive the best care. The team is very interested in understanding your needs and what is important to you. We encourage you and your family to speak with us if you have any questions.

While you can meet with us anytime, we hold a special meeting called a Care Conference within six to eight weeks of you moving in, and then on an annual basis. During the Care Conference, the healthcare team is available to meet with you and your family to review your program/health and answer any questions. We welcome you and your family to attend and will let you know the date and time in advance.





Here are some of the different team members:

Physicians

Purdy has staff Doctors to provide medical care. The Doctor for each floor gathers a medical history and does an examination soon after admission. As a member of the care team, the Doctor attends all Care Conferences and is available to meet one on one with you and your family. In the event of a medical problem, the Doctor may refer you to a specialist and/or arrange for a transfer to a hospital. There is a 24/7 on-call schedule should an urgent health problem arise.

Nurses and Care Aides

Care staff are available 24 hours per day to coordinate and provide care and ensure that you are able to get out of bed, get dressed and have your meals..

They will assist you with activities of daily living such as bathing, dressing, toileting and transfers. They will ensure that you get to your meals and receive your medications.

Dentist/Dental Hygienist

Purdy Pavilion has a dental clinic located at the 1st floor which provides access to a dentist and dental hygienist. Please speak to your floor physician for a referral.

Dietitian

The dietitian works with you, your family and the health care team to understand your needs and preferences. They also work together with the kitchen staff to ensure that you will receive the food that you like.

Occupational Therapist

The Occupational Therapist (OT) can work with you to find ways for you to maintain your ability to take care of yourself and improve your ability to move around. For example, selecting a wheelchair that is comfortable and that you or your family are able to move. If you are having difficulty eating, the OT can help you find ways to make it easier to eat and drink.

Pharmacist

The pharmacist works with you and your family to ensure that you have the medications you need.

Physiotherapist

The physiotherapist (PT) will meet with you when you move in so that we can understand how we can help you to safely move around. This may include exercise groups and walking programs.

Recreation Therapist

The Recreation Therapist will work with you to find out which activities you enjoy doing and how you can continue to enjoy them at Purdy.

Purdy offers therapy programs to help you reach specific goals and activity programs to enrich your life. Some current programs include: bus outings, gardening, weekly pub afternoons, art, and music (including performers!). While most costs are included, there may be additional costs.

Please speak with any of the recreation staff for more details.

Resident Care Coordinator

The Resident Care Coordinator is responsible for overseeing the care of you and your family; providing clinical support, leadership and education to the staff; and being available to answer your questions and concerns.

Resident Services Manager

The Manager is responsible for the administration of the long term care program at Purdy. This includes ensuring standards of care are maintained, implementation of safe work practices, being accountable for financial management and providing leadership for quality improvement. Residents and family are able to speak with the Manager at any time.





Your Health Care Team continued...

Social Worker

The Social Worker assists you and your family with making the transition to live in Purdy Pavilion. This could include sorting out finances, counselling, or helping you connect with other agencies.

Spiritual Care

The Spiritual Care Practitioner is here to offer emotional support around existential questions you or your family may have. This could also include facilitating or supporting visits from a spiritual leader of your choice. There is a monthly nondenominational church service at Purdy for residents who are interested in participating. Memorial Services are held throughout the year for residents and family members to honour residents who have passed away. Purdy Pavilion offers a number of services to support you.

Cleaning Services

Your room and all equipment (i.e. wheelchair and bed) will be cleaned on a regular basis. If you have any concerns about cleanliness in your room or surrounding environment, please speak with the Resident Care Coordinator.

Dental & Denture Services

Vancouver General Hospital (VGH) Dentistry provides mobile dental and denture services to residents. Referrals to these services can be made through your assigned Doctor. Purdy Pavilion's dental clinic that is used by VGH Dentistry can be found on the First Floor of the building.

Food Services

You will receive three nutritious meals and two snacks daily (afternoon and evening) using a 28 day cyclical menu. There are both winter and summer menus, celebratory menus, and themed menus including a limited number of Asian selections. Alternate entrees are available at meals in order to cater to individual preferences. In some cases, residents or family members are able to mark menus in advance.

Daily menus are posted in the dining room for your reference.

Families are welcome and encouraged to bring in favourite foods in accordance with the resident's dietary plan.

Foot Care

To access these services, please check with the Resident Care Coordinator on the unit for more information.

Hairdresser

The Hair Salon is located on the Ground floor (G). There is an authorization form included in the Welcome Package for you to sign if you or your loved one would like to access these services. Payment will be charged to your comfort account. Appointments can be made with the Unit Assistant or the Hairdresser directly.

Hearing Services

Access to mobile hearing and/ or hearing aid exams and fittings through a contracted service can be initiated by residents or family through the completion of a referral form. The service is billed directly to the resident or family. Please speak to the Social Worker or Nursing Unit Clerk for more information about this process.

Internet

Public WiFi is available in the building. There is also the option of purchasing a premium service. Check with the Nursing Unit Assistant for more information.

Laundry

All personal laundry is done inhouse. Clothes are picked up, laundered and returned to your room. The resident or family is responsible for clothing that needs dry cleaning or ironing. If your family would like to take your clothing home to be laundered, please advise the unit staff. All clothing is labelled by Purdy Laundry upon receipt.

You may also choose to pay for private services or therapies, such as private caregivers or companions, acupuncture, or private physiotherapy. Before arranging these services, please speak with the Resident Care Coordinator.

Mail

Mail is delivered to UBC Hospital and then distributed to Purdy Pavilion via the hospital mail service. Please use the mailing address located on page 2 along with your floor number. You may choose to have a family member or friend receive your mail and bring it to you when they visit.

Mobility Aids

Purdy provides standard walkers and wheelchairs to residents who require them. If you have your own equipment, it will be assessed and labelled with your name. With regards to power wheelchairs/scooters, the resident's ability to safely manage the equipment will be assessed before use in Purdy or outside. While Purdy maintains its own wheelchairs and provides some general maintenance to personally-owned wheelchairs, the cost of repairs to your own equipment is your responsibility. The facility will help find a technician if one is required. If you have an extended health benefits plan, please advise your Occupational Therapist who may be able to arrange for custom equipment to better suit your individual needs.

Optometry Services

Mobile optometry services are available to residents through a contracted provider. This service can be initiated by residents or family through the completion of a referral form. The service is billed directly to the resident or family. Please speak to the Social Worker or Nursing Unit Clerk for more information about this process.

Reading Material— Newspapers, Magazines, Newsletters

Residents may arrange for the delivery of newspapers or magazines - the cost will be the resident's responsibility. Please let your Unit Coordinator know if you have arranged for delivery. Reading material can also be found on the Main floor where there is a small library and free local newspapers available.

Telephones and Cell Phones

Large numeral and portable telephones are available on each floor for residents' use. Long distance calls may be made with a calling card or through the Operator. You can also arrange to have a private telephone in your room if there is an existing telephone jack or arrange to have a cell phone with the provider of your choice—all cell phone connections and charges are the resident's responsibility.

Television

In addition to the shared televisions in the main dining room and activity rooms, you are welcome to bring in a flat screen television no larger than 32" to be mounted in the ceiling of your room. If you are in a shared room, we ask that wireless bluetooth headphones be purchased so you do not disturb your roommates. Purdy has a contract with Shaw Cable that provides our own cable boxes with a number of channels for a reasonable cost per month. Cable is billed through your comfort/trust account. Please inform the Nursing Unit Assistant if you would like cable connection.

Use of televisions, radios, stereos, and other audio equipment will be between the hours of 8:00 a.m.–10:00 p.m.

Transportation

If a resident is not able to attend an appointment independently, it is your and/ or the family's responsibility to work with staff to organize an escort. Please speak with the Nursing Unit Assistant to arrange the appropriate transportation. There are three common transportation options chosen by residents.

- HandyDART is a wheelchair accessible mini-bus administered by TransLink. You must register in order to use HandyDART. You can find the application online or ask the Social Worker or Occupational Therapist for assistance. Each trip costs the same as a bus trip and one attendant may travel with the passenger at no additional cost. Trips are booked 1 to 7 days in advance.
- 2) Wheelchair Accessible Taxis: All taxi companies have wheel chair accessible vehicles in their fleet. Residents or their families are responsible for booking and payment. Criteria for Taxi Savers (1/2 price taxi vouchers) are the same as for HandyDART. Speak to the Social Worker for more information.
- 3) Special Needs Transport (SNT) provides transportation to medical appointments for those who are unable to use conventional transit. They can accommodate large, manual and power wheelchairs. Residents with low-income and/or who are enrolled in Medical Services Plan (MSP) Supplementary Benefits will not be charged for the services. For all others, residents are responsible for payment.

If you are unsure about your status, please call Health Insurance BC to confirm whether or not you qualify for, or are already enrolled in the MSP Premium Assistance Program.

Financial Information

Long Term Care Rate

The Purdy Pavilion rates are determined by the BC Ministry of Health and they are revised on the 1st of January for each calendar year. Monthly rates are based on the individual's Canada Revenue Agency's Income Tax return and assessment.

A separate package regarding billing will be sent to the resident or designated financial contact from Vancouver Coastal Health. The resident, or their designate, will be asked to complete the finance forms authorizing the monthly billing. Monthly long term care rates are paid by pre-authorized payments from the resident's (or designate's) bank account.

If there is a concern with the daily fee, please speak with the Financial Clerk directly, or with the Social Worker.

Trust/Comfort Account



A comfort account ensures that you have money for day-to-day needs without having to carry money with you. The form to set-up a trust (comfort) account is included in the financial welcome package that comes from finance office. Payments can be deposited into the comfort/trust account through the finance office or at the cashier office which is located on the Main floor of Koerner Pavilion open Monday–Friday from 10:00 a.m.–2:00 p.m. We encourage you to use this service as it reduces the possibility of losing or misplacing your money or keeping large amounts of money at your bedside. The comfort account balance will be debited for monthly resident authorized expenses such as hairdressing, cable, podiatry or the recreational activity program. The balance in the comfort account must not exceed the maximum of \$500. It is not meant to replace your bank account, but to make access to small amounts of money easier for you. These accounts cannot be overdrawn.

Temporary Absences and Hospitalization

Sometimes opportunities may arise for the resident to visit family in their own home for an extended period of time. The Home and Community Care Program allows residents to be absent for a cumulative total of 30 days in a calendar year. This does not include absences of less than three days. A resident who wishes a trial period at home can use these days and not lose their accommodation.

Alternatively, a resident may be in a situation where they are hospitalized for a period of time. In this situation, their bed will normally be held as long as the resident needs it. In each of these situations, you will continue to be responsible for the daily fee while you are away. Please speak with the Resident Care Coordinator or Social Worker for more details.

Your Safety and Security





Ensuring the safety of our residents, visitors and health care team is a responsibility that we take very seriously. While we support our residents' right to make personal choices about the way they lead their lives, we have to balance this with the right of residents to live in a safe and secure environment. We will support your choices, but ask that you respect the health and safety of the other residents living in your community at Purdy Pavilion.

Alcohol

You may have alcoholic beverages with your physician's approval. Any personal alcoholic beverages will be stored at the nursing station. At some Purdy activities, such as Pub, wine and beer are offered for a small cost (paid from the comfort account). For safety reasons, including possible interactions with medications, we ask that residents not supply alcohol to other residents.

Call Bells

There are call bells in all residents' rooms, in all washrooms and bathing areas in order for residents to call for assistance when required.

Fire Safety

As part of our safety program, fire drills are held on a regular basis. Residents and visitors may be asked to cooperate and participate in fire drills and evacuation exercises.

Hand Cleaning

Please protect yourself and others from getting infections by using good hand cleaning habits; it is very important that you clean your hands often and completely. Wash your hands after using the washroom and before eating. You may use the alcohol-based liquid or foam hand sanitizers available in Purdy Pavilion. You can also ask caregivers if they have cleaned their hands before providing you with care. Staff are regularly monitored for compliance with proper hand hygiene.

Medication Safety

All medications used by residents, including over-the-counter drugs such as aspirin, are ordered by the Physician and given by Nursing staff. Any prescriptions that you receive during a visit to a Specialist or your Doctor from outside Purdy should be given to the Nurse. If you have any questions about your medications, please ask your Physician, Pharmacist or Nurse.

For your own safety and that of others, residents are not permitted to keep medications in their room. This includes herbal supplements, naturopathic medicines or non-prescription medicine. Please speak with the Physician if an exception is requested.

Outings

We encourage families and friends to take you out whenever possible, but want to ensure that you are safe. Please sign out in the binder at the nursing station and leave a telephone number where you can be reached, if possible. Please sign in again when you return to Purdy.

If you are going out for an extended period of time, we also ask that you notify staff at least a day in advance so that they can make sure you are up and dressed in time. As well, we will ensure that you have all appropriate medications and instruction as necessary.

Security

Purdy has an automatic front door and a rear door, which opens with a push of the button. These doors are locked after hours. Please use the call bell for access.

Smoking

Vancouver Coastal Health (VCH) is a smoke-free premise. This means that smoking is not allowed inside our buildings or outside on our property. Purdy Pavilion has a designated smoking area for residents to use, located outside the rear entrance. If you require assistance, a family member or friend may go with you to the smoking area.

If you smoke and would like to quit, we can offer support and resources, including Nicotine Replacement Therapy or information on smoking cessation programs. Please speak to the Pharmacist or the Doctor for more information.

Staff Identification

There will be many people involved in caring for you. Everyone who works for Purdy wears a name tag and are able to answer your questions about what their role is on the care team.

Wander Alert

Purdy is equipped with a wander alert system in the elevators and emergency exits on each floor. It is designed to prevent the exit of residents who require accompanied outings. If your family member is wearing a wander alert tag, and you wish to take them on an outing, please ask the staff for information on exiting/entering the elevators and building.

Information for Your Family and Friends

We encourage your family and friends to visit often and remain involved in your life.

Visiting Hours

Your family and friends are invited to visit throughout the day. Purdy Pavilion visiting hours are between 9:00 a.m. and 8:00 p.m. If visiting outside of these hours, please speak with the Nurse in Charge. We also ask that visitors respect the privacy of the other residents and use one of the small lounges if visiting.

Contact Information Updates

Purdy requires accurate next of kin contact information. Please refer any changes that you may have to the Nursing Unit Assistant or Nursing staff. If your primary contact is going away, please have them notify us and provide a secondary contact.

Infection Control

Visitors who are not feeling well (for example, have a cold or flu), should not visit. Visitors should wash their hands before and after they visit, or use the available alcohol-based liquid/foam hand sanitizers. During flu season (November to March) all visitors to Purdy are asked to wear a mask if they have not received a flu vaccination. Masks will be located on each elevator entrance and at the Nursing Station on each floor.

Parking

Parking is available in the Health Sciences Parkade, which is just west of the hospital. For further information UBC Parking and Access Control Services can be contacted at 604-822-6786 or online at www.ubcparking.com. Please refer to the map on page 4 to locate other available paid parking lots.

Pets

Residents/visitors who would like to have a pet visit should speak to the Resident Care Coordinator, who can advise you about our pet policy. All pets must be in a cage or on a leash when visiting.

Resident Council

All Purdy residents and family are welcome to attend and participate in Resident Council. The Residents' Council consists of representatives from each floor, the Social Worker, Recreation Therapist and the Manager. Its purpose is to enhance the environment by bringing forward concerns and suggestions for improvements. It provides a link not only to Purdy staff but also to the broader community and Vancouver Coastal Health. The Residents' Council meets on a monthly basis and meeting minutes are posted throughout the building. Please speak to the Social Worker for more information.

Quality Improvement

Purdy Pavilion actively solicits feedback from residents and their families regarding the care and service they receive. If you wish to provide feedback, please contact the RN, Social Worker, Resident Care Coordinators, or Manager.

Volunteers

Volunteers are an active and important part of the resident support programs. They assist staff in a variety of program areas, such as Physiotherapy, Occupational Therapy, Social and Recreational activities. One- to-one visitation is an important part of our volunteer program. A large number of the volunteers are University Students whose youthful enthusiasm adds an extra dimension to the Purdy Pavilion environment. Anyone interested in becoming a volunteer can contact the volunteer coordinator at 604-822-7528.

Donations

The VGH/UBC Hospital Foundation raises money to help support resident care, research and education. These monies are used to fund projects or items that will enhance the care provided, and the environment of our residents. If you wish to make a donation to Purdy, please contact the Foundation Office at 604-875-4676.



Making better decisions together with patients and families

For more copies, go online at <u>vch.eduhealth.ca</u> or email **phem@vch.ca** and quote Catalogue No. **JB.300.P97** © Vancouver Coastal Health, May 2022

The information in this document is intended solely for the person to whom it was given by the health care team.