



London
CANADA

**Regulation CP-21/2017-01 made under the
Informal Residential Care Facility Licensing By-Law CP-21**

1. Definitions

1. Terms used in this Regulation have the same meaning as in the Informal Residential Care Facility By-law CP-21 as amended from time to time.

2. Operational Standards

2.1 The following are prescribed Operational Standards for the purpose of subsection 7.9 (b) of the By-law:

(a) The Licensee shall ensure that no more than two persons shall reside in a bedroom in the Residential Care Facility, in compliance with municipal by-laws and the Ontario Building Code;

(b) The Licensee shall ensure that each bedroom is provided with a door and a privacy lock which is of a type that can be secured by the tenant of the bedroom when they are inside the bedroom; and opened from the outside by the Licensee or an employee in case of an emergency.

(c) The Licensee shall maintain and post in a prominent and visible location near the front entrance inside the Informal Residential Care Facility, a maintenance schedule outlining a program for which the furnishings, equipment and appliances in the Informal Residential Care Facility are kept in a clean safe and sanitary condition.

(d) The Licensee shall ensure that tenants have access to a telephone in the Informal Residential Care Facility that is available for use by tenants at no cost and at all times.

(e) The Licensee shall post in the kitchen in a visible and conspicuous location a weekly menu of a minimum of three meals each day. Such menu shall be posted in advance and no later than Friday for the following week Monday to Sunday inclusive.

(f) The Licensee shall obtain from each employee who is working at the Informal Residential Care Facility or providing services to a tenant prior to their first day of employment and annually thereafter a police record check from the London Police Service. At the discretion of the Licence Manager, a police record checks may be replaced by an affidavit of the employee stating that no convictions have occurred within the previous year.

(g) The Licensee shall ensure that no employee working at the Informal Residential Care Facility or providing services to a tenant has been convicted of an offence, for which a pardon has not been granted, pursuant to any one or more of Parts V (Sexual Offences), VIII (Offences Against the Person and Reputation) or IX (Offences Against Property) of the *Criminal Code of Canada*, R.S.C. 1985 c. C-46, as amended or any other criminal convictions in the preceding five (5) years.

(h) The Licensee shall ensure that no employee working at the Informal Care Facility or providing services to a tenant has been convicted of an indictable offence under any Statue of Canada, including but not limited to the *Criminal Code of Canada*, the *Narcotic Control Act*, the *Food and Drug Act*, and the *Controlled Drug and Substances Act* during the preceding five (5) years.

(i) The Licensee shall ensure that at least one employee certified in first aid and cardiopulmonary resuscitation (CPR) is on duty at the Informal Residential Care Facility for a minimum of 8 hours between the hours of 7am to 7pm each day. Supervision must be provided during meal times. The Licencee or an assigned employee must be available for emergency purposes between the hours of 7pm and 7am.

3. Miscellaneous

3.1 This Regulation shall come into force and effect on December 22, 2016.



Orest Katolyk

Licence Manager, By-law CP-21