

Weekday Admission Process for the family caregiver

We understand that moving into a CHSLD is an important transition for both your loved one and your family. Our goal is to welcome you with care, kindness, and flexibility.

While certain admission steps must be completed on the first day to ensure we can meet the resident's needs, the length of the admission day may vary depending on your needs and the time you have available. Our team will adapt to your pace and will be happy to answer your questions throughout the day.

ESSENTIAL ADMISSION ACTIVITIES

*If your time is limited, we recommend **planning to stay for approximately 1½ hours** after your arrival so that the essential admission activities can be completed.*

Welcoming of the resident and family caregiver at the entrance

We will welcome you upon arrival. We will then accompany you to your loved one's care unit and room.

Meeting the care team

Once you arrive on the care unit or in your loved one's room, the nurse and the accompanying care attendant will introduce themselves. They will be among the team members who will support your loved one throughout their stay.

To ensure continuity of care, the nurse will complete an initial assessment, including taking the resident's vital signs.

Opening the administrative file

On the day of admission, you will be invited to meet with an administrative officer.

The administrative officer will begin the administrative file and review the essential documents that need to be completed that day.

If you have a little more time, the entire administrative file can be completed during the same meeting. This meeting usually lasts **30 to 45 minutes**.

See personalization options on the back. ··>



PERSONALIZING YOUR ADMISSION DAY

If you would prefer a more relaxed admission experience, several options are available to personalize the day according to your priorities.

Welcome meal

At mealtime, if you would like to stay with your loved one and share a meal with them, you may enjoy a welcome meal in their company.

The offer includes one welcome meal per resident, served on the day of admission.

Tour of the CHSLD

A tour of the centre will be offered by the Residents' Counsellor or the local management team to help you become familiar with the surroundings. If you are interested, the tour can take place on the day of admission or be scheduled for a later date.

Personalizing the room and meeting team members

In the first day or in the days that follow, you and your loved one may take the time to personalize the room and make it feel more like home.

This will also give you the opportunity to meet members of the care team and other professionals at the centre, who will come and meet you in your loved one's room. Some team members work part-time, so if they are not available on the day of admission, they will meet with you and your loved one in the days that follow.

Whatever your admission day looks like, we are committed to making you feel warmly welcomed and officially welcoming you to your new home.