



Transition Plan and Planning

What is a transition plan and what is its purpose?

A transition plan is the plan developed for a resident who is moving out of an assisted living residence because:

- Their needs can no longer be met in assisted living;
- They can no longer live safely in assisted living;
- They no longer need assisted living services; or
- They have stated their intention to move out.

Section 45 of the Assisted Living Regulation requires operators to develop a transition plan for a resident who will be moving out of assisted living. The regulation sets out **‘what’** needs to be included in a transition or exit plan and **‘who’** is involved in its development.



What needs to be included in a transition plan?

A transition plan describes the what, when, who and how of a transition, that is:

- When and how the transition will happen;
- What is the timing for the transition;
- Who needs to be involved and who is responsible for making those arrangements; and
- How the health and safety of the resident will be protected until their transfer occurs, such as any increase in services the resident may need while awaiting transfer.

Who needs to be involved in developing the transition plan?

It is good practice to establish who will be part of the transition team, when a resident moves into the residence, before the transition plan is needed. The transition team may include, for example, the resident, their contact person, family, the health professionals who work with the resident, such as their doctor, nurse practitioner or other appropriate professionals and the case/care manager from the health authority, if applicable.

What triggers the development of a transition plan?

Operators and their staff are responsible for keeping a “watchful eye” over residents and monitoring their health and safety needs on an ongoing basis. This also involves noticing if there is a decline in the resident’s abilities to do any tasks involved in daily living or in their overall health status.

If you have concerns about a resident’s decline in health or capabilities to the degree that you think their needs are not being met, then it is time to review the personal service plan and engage the resident and others in discussions about increasing services, or possibly transitioning out of the residence.

A resident may be able to stay in the residence if they need an increase in services when the underlying condition is manageable or treatable or of short duration.

Who makes the decision that it is time for the resident to transition out of assisted living?

Ultimately the decision lies with the operator to make the decision that this resident can no longer live safely in their assisted living residence and needs to transition to a more suitable residence or facility.

Some reasons for a resident moving out of assisted living are:

- The person's needs can no longer be met in the residence;
- Resident can no longer make safe decisions on their own behalf and doesn't have a spouse living with them who can do so;
- Resident exhibits behaviours that jeopardize their own or others' safety and well-being;
- Resident requires 24-hour supervision and continuous professional care; or
- Resident is not complying with the terms of the residency agreement.

This responsibility and decision have significant impacts on the resident and their family. You have a key role in ensuring a smooth transition for any resident moving out of the assisted living residence. An assisted living residence is home for each individual resident. Change can be difficult. Be respectful, supportive and understanding in this process of change for the resident.

What recourse do we have if a resident refuses to leave assisted living when they no longer meet the criteria for assisted living?

It is an operator's responsibility to ensure the resident meets the criteria for assisted living and can live in the residence safely. If a resident refuses to leave, the operator is within their rights to evict this person.

Is a transition plan required if a resident breaks the rules of the residence and is asked to leave?

In the case of an eviction, it remains an operator's responsibility to work with the transition team to determine next steps for this person.

What if the health authority has no place for a resident to go when they no longer meet the criteria of assisted living?

In some cases, a more appropriate placement in residential care is not possible at a given time. It is very important at this time to work in close collaboration with the health authority to put a transition plan in place. The plan must describe how the health and safety of the resident will be protected until their transfer occurs, such as any increase in services the resident may need while awaiting transfer and the anticipated transfer timing. As the resident no longer meets the criteria of assisted living, it is important to review the transition plan often and regularly with the health authority to ensure a timely and safe transfer to residential care.