



Transition Planning: Seniors, Persons with Disabilities, and Mental Health Assisted Living

Residents move out of an assisted living residence for different reasons, such as:

- Their needs can no longer be met in assisted living;
- They can no longer make safe decisions on their own behalf and don't have a spouse living with them who can do so;
- They require 24-hour supervision and continuous professional care;
- They exhibit behaviours that jeopardize their own or others' safety and well-being;
- They are not complying with the terms of the residency agreement;
- They no longer need assisted living services; or
- They have decided to move out.

What is a transition plan?

A transition plan is a detailed document that outlines the steps and support required to ensure a seamless transition when a resident moves out of an assisted living residence to a new living arrangement.

Section 45 of the Assisted Living Regulation requires operators to develop a transition plan. It sets out **what** needs to be included and **who** is involved in the development of the plan.



What needs to be included in a transition plan?

A transition plan provides details on:

- When and how the transition will happen;
- Who needs to be involved;
- Who is responsible for making the arrangements; and
- How the resident's health and safety will be protected until their transfer, including any extra services they need while they wait.

Who needs to be involved in developing the transition plan?

The transition team may include the resident, their contact person, family, the health professionals who work with them, and a case/care manager from the health authority. It is good practice to decide who will be on the transition team when the person moves in, well before the plan is needed.

When would an operator need a transition plan for a resident?

Operators and their staff are responsible for keeping a watchful eye over residents and monitoring their health and safety needs. This includes noting any decline in the resident's ability to perform activities of daily living or in their overall health status.

If you are concerned that a resident's health or abilities are declining and their needs are not being met, review their personal service plan. Then talk to the resident and others (such as their contact person or family) about increasing services or transitioning them out of the residence.

A resident may be able to stay in the residence with increased services if their underlying condition is manageable, treatable or temporary.

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

The operator decides whether a resident can no longer live safely in their assisted living residence and needs to transition to another, more suitable level of care. In doing so the operator must:

- ensure that the resident's decision-making capacity has been assessed by a health professional (as defined in the **Assisted Living Regulation**, section 44);
- keep a record of the results of the assessment;
- ensure that the resident and, if appropriate, their contact person and personal representative (if any) have a copy of the record.

This responsibility and decision significantly affect the resident and their family. Operators play a key role in ensuring a smooth transition for residents moving out of assisted living. The assisted living residence is home to the resident and change can be difficult. Be respectful, supportive, and understanding during this process of change.

What can an operator do if a resident refuses to leave assisted living when they no longer meet the criteria for remaining?

It is an operator's responsibility to ensure the resident meets the criteria for assisted living. If a resident refuses to leave, the operator may evict them. However, even if the operator evicts a resident, they are responsible for transition planning with them.

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

Yes, it remains the operator's responsibility to work with the transition team to determine next steps for that resident.

What if an appropriate place for the resident is not immediately available when they no longer meet the criteria for assisted living?

The transition plan must describe how the health and safety of the resident will be protected until their transfer, including any increase in services the resident may need while awaiting transfer, and the anticipated timing of the transfer. As the resident no longer meets the criteria for assisted living, the transition plan must be reviewed regularly with the health authority (if the resident is a health authority client) to ensure a timely and safe transfer.