

**A LICENCE OR RENEWAL OF A LICENCE TO
OPERATE A CHILDREN'S RESIDENCE**
Child, Youth and Family Services Act, 2017
No. 0001117
Date of Issue: 28-Feb-2023

Renewal

Under the authority provided in the *Child, Youth and Family Services Act, 2017* (CYFSA) this licence is granted to:

Bayfield Homes Ltd.

of the Consecon to operate a children's residence under the name of:

Bayfield Homes - Consecon

At 30 County Road 39 Road, Consecon, ON, K0K1T0, CA in the East of County of Lennox & Addington.

1. This licence expires on the 31st of January, 2024.
2. Pursuant to section 259 of the CYFSA, the maximum number of children that may be cared for in the children's residence at any one time is 21.

Hoffman, Lanna
Director, under Part IX, CYFSA

Inspection Report

MCCSS Licensing and Compliance Unit

Bayfield Homes – Consecon

February 28, 2023

1. INSPECTION REPORT

Service Provider	Bayfield Treatment Homes
Sites:	Bayfield – Consecon Extension House - 30 County Road 39 Road, Consecon, ON Manor House – 131B Mill St. Consecon, ON Coach House – 131C Mill St. Consecon, ON
Dates of inspection	May 18 – 20, 2022 and September 8 ,2022
Licensors/Inspector	Nyree Franklyn

2. INSPECTION DATA

Licensee/Delegate	Todd Powell, Director of Service
Physical Restraint Training Program	UMAB
Licensing Fee Due Date	July 2024
Secure De-escalation (Yes/No)	No
Per Diem Rate (for OPR's only)	\$405.10
Next Full Policy and Procedure Review Date	2027

3. INSPECTION INFORMATION

New Information Since the Previous Licensing Inspection

Bayfield had a fire in 2022 that destroyed a significant amount of their physical records. Since the fire, Bayfield has made efforts in recovering documentation where possible, and in ensuring their records are complete. The Operator noted challenges in staffing during this reporting period.

Inspection Overview

A physical check of the premises and grounds was conducted identifying health and safety issues. In Manor House, issues included damaged flooring, bedroom window broken and boarded with wood, expired food and two smoke detectors in bedrooms either missing, or not in working order. In Extension House some of the identified issues were expired food, the stove requiring a deep cleaning, a broken floor vent and build up of dust in the vents, a sharp piece of wood in the basement hallway, and a bedroom window broken and boarded with wood. In the

Coach House, the water temperature exceeded 49 degrees Celsius. The Operator repaired and corrected all physical issues immediately during the inspection, or during the license renewal.

Records of monthly fire drills did not consistently indicate that smoke detectors were sounded when conducting fire drills in the Manor, Coach and Extension homes. Records of nightly checklists and daily logs were not fully completed at times during the review period, and some medication prescriptions, along with side effect and information sheets were not present. The Registrar did not capture the information of who the resident was discharged to. A review of the records of the monthly physical restraints showed missing analysis in multiple months. Bayfield continues to have a high number of physical restraint Serious Occurrences. The Operator updated all records to come into compliance during the renewal and reviewed with all staff the requirements around documentation for nightly checklists, daily logs, and monthly fire drills. The Operator addressed non-compliances and took additional recommendations from the Licensor to enhance monthly analysis of physical restraints, with the goal of identifying potential concerns, and minimizing the use of restraints.

The Licensee interview was conducted with Kimberly Baldwin with all areas in compliance. Three staff were interviewed. Two of three staff were unclear on the role of a resource person and the requirement to offer one to the children/youth. The operator addressed the non-compliance with staff. All other areas of compliance were met in the interviews. All staff files were compliant.

Two youth were interviewed with one of two youth unaware of what a resource person was. One of two youth stated they received no orientation or fire safety at admission, clothing was too small, and their mattress was uncomfortable.

Two child files were reviewed. Two of two child files did not document clothing for the child/youth. One youth's Plans of Care had copied quotes from one plan to the next and did not clearly reflect the youth's involvement. Two of two files documented debriefing after physical restraints, however documentation appeared to use standard statements, and did not consistently document the operator addressing the child's psychological and emotional needs.

All staff reviewed and signed off on the following policies within the Operator's policies and procedures: Special Needs of Children/ Geographic and Cultural Isolation, Medical Health Treatment Program, Physical Restraint Policy, Fire and Emergency Precautions and Admission Procedure.

Please refer to the document "Summary of Licensing – Requirements and Recommendations" for any areas of non-compliance issued during the inspection.

A full Policy and Procedure review was completed during this License Renewal. The Operator corrected all policy and procedure non-compliances. **Any new or amended policies and procedures must be forwarded to the ministry for review prior to the agency implementation.**

Residence Details (delete if not applicable)

The Bayfield – Consecon license includes three separate residences on a large property. Each residence has their own address, insurance coverage, conducts independent inspections by Fire Services and has variations in characteristics of children and exclusionary criteria. Access

to services, treatment and clinical services, and programming are offered by Bayfield to children/youth in all three homes.

Bayfield Licensee, Todd Powell and the Ministry have agreed that the Bayfield Consecon license will be separated into three separate licenses, one for each home (Manor House - 131B Mill St. Consecon, ON, Coach House - 131C Mill St. Consecon, ON, and Extension House - 30 County Road 39 Road, Consecon, ON), effective the next renewal.

4. LICENSING CONCLUSION

The Licensors will conduct regular unannounced drop in visits to the operator and residences throughout the year, prior to the next license renewal.

Based on the findings outlined above, it is recommended that a licence be issued to *Bayfield-Consecon* to operate a children's residence from *February 28th, 2023*, to *January 31st, 2024*.

Please note that the licence and accompanying letter can be found in SOR-RL under the licence renewal module. [SOR-RL Login](#)