



GENERAL MANUAL POLICY

APPROVED BY:

Executive Director

CATEGORY: Supports & Services

TOPIC: Health Promotion

Page 1 of 3

POLICY

It is the policy of Community Living Thunder Bay to ensure that applicable public health information is provided to all people we support. Information must be provided in a language and manner, and with the level of support, that is individualized to each person's needs and wants in order to help people make informed decisions about their health.

Ontario Regulation 299/10 outlines the minimum standards that must be met.

GENERAL MANUAL PROCEDURE

TOPIC: Health Promotion

Page 2 of 3

PROCEDURE

Documentation:

Depending on the person, and their health priorities, documentation of individualized supports for health promotion (Self-Advocacy, General Health, Medication, Nutrition, and Pets & Service Animals) will be done in the following places:

- a. Profile
- b. Annual Individual Support Plan (ISP)
- c. Ongoing ISP/Active Planning
- d. Medical Tab in the AIMS® system.

Self Advocacy:

In addition to helping people they support identify their health priorities, staff members are to encourage and empower people to become active participants in their own health and to advocate for their own health.

General Health:

People are encouraged to visit or obtain information from a health professional to address health issues such as (but not limited to):

- Smoking;
- Excessive alcohol use;
- Drug use;
- Gambling addiction;
- Nutrition;
- Personal hygiene;
- Fitness;
- Sexual health;
- Personal well-being;
- Self-esteem;
- Mental health.

Medication:

1. People will be supported to understand what medications they are taking and why they are taking them.
 - a. Medication Information Sheets must be maintained for reference and the information discussed with the person supported, as applicable to the Self Administration Checklist (Appendix 8 of Medication Policy).

GENERAL MANUAL PROCEDURE

TOPIC: Health Promotion

Page 3 of 3

- b. Consents are obtained and their periodic review, as required for the administration of psychotropic prescription medication.

Nutrition:

1. People are supported to learn about the Canada Food Guide and meal records/menus reflect this. A copy of the Canada Food Guide must be available to people and their support staff and kept in a known location.
2. People must be consulted to determine the person's likes, dislikes, and other individual considerations. Cultural and religious considerations must also be taken into account.
3. Allergies, special diets, food and fluid consistency and anything else that is necessary for someone's safety must be clearly identified.

Pets and Service animals:

1. When people decide to own a pet or service animal, they are educated about the responsibility of owning an animal, including immunization.