



Congregation of  
Our Lady of Charity  
of the Good Shepherd

## Beechlawn House Nursing Home

### Statement of Purpose

“What we do” “How we do it” “Who we do it for”

## STATEMENT OF PURPOSE AND FUNCTION

**Beechlawn House Nursing Home, Grace Park Road, Drumcondra, Dublin 9. Tel: 01 836 9622 Fax: 01 837 2467 Email: [nhdirector@rgs.ie](mailto:nhdirector@rgs.ie)**

The Home is wholly owned by the Congregation of our Lady of Charity of the Good Shepherd, 63 Lower Sean McDermott Street, Dublin 1. The Province Leadership Team are the Registered Providers for the Nursing Home and Sr Cait O’Leary is the Registered Provider Representative.

The Home is managed by: Christopher Horgan, Person in Charge, supported by the, Assistant Director of Nursing, Person Participating in Management, and Clinical Nurse Managers . The Management Team are assisted by a dedicated team of staff who are qualified and experienced to meet the assessed needs of Service Users. The organisational structure of the home and details of the experience of staff are set out on pages 5 and 6 of this document.

A hallmark of Beechlawn House is the high standard of the care and service. The Home is set in a quiet residential area of Drumcondra in a gated community with secure landscape gardens for the Residents, Families and Friends of Beechlawn to enjoy.

Beechlawn House Nursing Home registered with the Health Information and Quality Authority (HIQA) as a designated centre under section 50 of the Health Act, 2007 on the Older Persons Register. Our registration details are as follows:

Centre ID: OSV - 0000115	Registration Number: REG-0041897	Number of residents the facility is registered for: 56	Date of Registration: 01 September 2023	Expiry of Registration: 31 August 2026
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# Certificate of Registration

## Section 50 of the Health Act 2007

**Name of designated centre:** Beechlawn House Nursing Home

**Telephone number:** 01 836 9622

**Address:** Beechlawn House Nursing Home, High Park, Grace Park Road, Dublin 9

**Registered provider:** Congregation of Our Lady of Charity of the Good Shepherd

**Companies registration office number:**

**Telephone number:** 01 871 1109 / 087 6497430

**Address:** 63 Lower Sean McDermott Street, Dublin 1

**Centre ID:** OSV-0000115

**Registration Number:** REG-0041897

**Date of Registration:** 01 September 2023

**Expiry Date:** 31 August 2026

This to certify that **Beechlawn House Nursing Home** is registered with the Office of the Chief Inspector of Social Services as a designated centre for the period noted above, with **Congregation of Our Lady of Charity of the Good Shepherd** as its registered provider and subject to the conditions of registration, specified below.

### Management of the centre:

**Person(s) in charge name and telephone number:**

Christopher Horgan - 01 836 9622

**Name and telephone number of each person participating in management:**

Margaret Lynch - 01 836 9622

**The maximum number of residents that can be accommodated at the centre is 56.**

### Conditions of registration:

#### Condition 1

Subject to any prohibitions or restrictions contained in any other condition(s), the designated centre shall be operated at all times in accordance with the Statement of Purpose within the footprint of the designated centre on the floor plan received on 20th of January 2025. The registered provider shall only provide for the specific care and support needs, and services, within the facilities as set out the Statement of Purpose, as agreed with the Chief Inspector at the time of registration. Any changes to the specific care and support needs and services provided must be agreed in advance with the Chief Inspector.

#### Condition 2

Only persons aged 18 years or older shall be accommodated at the designated centre at any time.

#### Condition 3

The maximum number of persons that may be accommodated at the designated centre is: 56.

**Pursuant to Section 56 of the Health Act 2007, the Registered Provider must ensure that this Certificate is affixed in a conspicuous place at the centre.**

Issued by the:

**Office of the Chief Inspector**

Health Information and Quality Authority

Unit 1301, City Gate, Mahon, Cork, T12 Y2XT.

Telephone: 021 240 9300

[www.hiqa.ie](http://www.hiqa.ie)

## **THE CONDITIONS OF REGISTRATION ARE AS FOLLOWS:**

### **Condition 1**

Subject to any prohibitions or restrictions contained in any other condition(s), the designated centre shall be operated at all times in accordance with the Statement of Purpose within the footprint of the designated centre on the floor plan received on 22 August 2023. The registered provider shall only provide for the specific care and support needs, and services, within the facilities as set out in the Statement of Purpose, as agreed with the Chief Inspector at the time of registration. Any changes to the specific care and support needs and services provided must be agreed in advance with the Chief Inspector.

### **Condition 2**

Only persons aged 18 years or older shall be accommodated at the designated centre at any time.

### **Condition 3**

The maximum number of persons that may be accommodated at the designated centre is: 56.

## **OUR MISSION STATEMENT**

The Congregation of Our Lady of Charity of the Good Shepherd are committed to providing the highest quality of care to our residents, team members, the community, and all those we come in contact within our ministry.

We are committed to ensuring a relationship and an environment that supports and maintains the dignity, rights and independence of our residents. We are also committed to ensuring the physical and mental well-being of our residents treating them with compassion, respect and trust.

## **OUR MISSION**

We, the Congregation of Our Lady of Charity of the Good Shepherd, are

consecrated women, called to live our charism of compassion to all persons, especially women whose dignity is not respected and those excluded and on the fringes of society.

## **PHILOSOPHY OF CARE**

We work in collaboration with our employees to respond and minister to our residents with the highest standards of care so that each person knows she will be respected and included in decisions relating to her health and well-being.

## **OUR CORE VALUES**

What must characterise us in our working together and in the service of our residents is our ability to listen, to be welcoming,

accepting, and non-judgmental, to respect the life and dignity of each person.

## **AIMS AND OBJECTIVES OF BEECHLAWN HOUSE**

The aim of Beechlawn House is to provide a residential setting where the health and wellbeing of our residents is our priority, and they are valued and cared for in a supported environment.

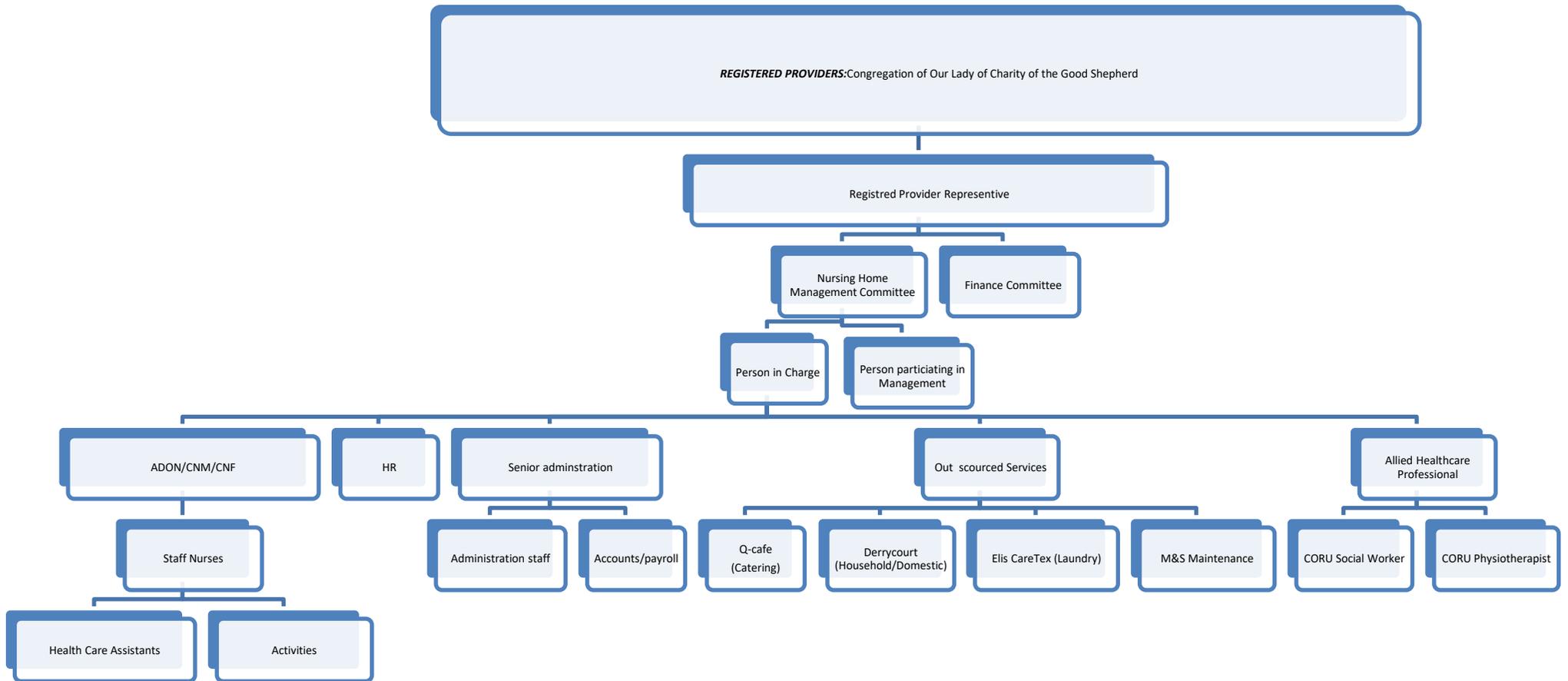
At Beechlawn we strive to provide nursing and personal care to Women for long term as required. The Home works to create an atmosphere of care and support which both enables and encourages our residents to live as full, interesting and independent a lifestyle as possible.

## **ORGANISATIONAL STRUCTURE, MANAGEMENT AND STAFFING**

The Registered Provider Representative meets quarterly with the Person in Charge, Person Participating in Management, and the Clinical Nurse Manager. The Registered Provider Representative reports to the Registered Providers (Province Leadership Team) when they meet, which is usually every 4-6 weeks. The Person in Charge is supported by the Person Participating in Management, the Senior Administrator, Beechlawn Management Committee which usually meets every 6-8 weeks, and the Finance Committee which meets quarterly. Both committees are comprised of professionals with expertise in the areas of Finance, Education, Nursing and Social Work. Beechlawn House has service level agreements with Peninsula Employment Service for HR Management and Peninsula Business Services for Health & Safety Management. We also Partner with Aramark who provide our catering and Derry Court who supply our cleaning services.

Beechlawn House Nursing Home employs 58 staff. Please see below for our organisational structure and details about our staffing by grade, whole-time equivalents and number of persons. We also use external service providers within the home for catering, household (hygiene) and laundry. All staff working in Beechlawn nursing home are Garda vetted before commencing employment.

In the event of the Person in Charge being absent for a period greater than 42 days, the Assistance Director of Nursing shall assume the role of Persons in Charge, and shall be engaged in the effective governance, operational management and administration of Beechlawn House.



<u>Position</u>		<u>WTE</u>	<u>No. Persons</u>
<b><u>Management</u></b>	Person in charge	1.0	5
	Deputy Director	1.0	
	Clinical Nurse Manager	2.0	
	Clinical facilitator	0.25	
<b><u>Nursing</u></b>	Registered Nurses	10	10
<b><u>Allied Healthcare Professionals</u></b>	CORU registered Social Worker (Monthly visits or when required)		1
	CORU registered Physiotherapist	0.25	1
<b><u>Healthcare assistants and support staff</u></b>	Health Care Assistances (FETAC Level 5 care of the elderly or equivalent)	31	34
	Activity co-ordinators	2.5	
<b><u>Administration</u></b>	Senior administrator	1.0	7
	Administration support	0.5	
	HR	0.5	
	Finance support administrator	0.5	
	Reception	2.0	
<b><u>Maintenance</u></b>	Maintenance supervisor	1.0	2
	Maintenance technician	0.5	

<p><b><u>Catering</u></b></p>	<p>Chef Kitchen porter Catering host</p> <p><b><u>These services are supplied and managed by QCafe</u></b></p>	<p>3.0 2.0 3.0</p>	<p>9</p>
<p><b><u>Household &amp; laundry</u></b></p>	<p>Hygiene technician</p> <p><b><u>These services are supplied and managed by Derrycourt</u></b></p> <p>Laundry</p> <p><b><u>Laundry service (Residents clothes, towels, sheets and bedding)</u></b> <b><u>Elis- CareTex</u></b> (This is an off-site service with daily collections)</p>	<p>4.0</p>	<p>5</p>

## DESCRIPTION OF THE CARE PROVIDED IN BEECHLAWN HOUSE

Beechlawn House can accommodate up to 56 residents. The centre is primarily for Religious Sisters and female private clients. The Nursing Home does not take emergency admissions; however, the Home does offer convalescence services for members of its Congregation.

Staffing levels exceed the average for the Nursing Home sector and the Congregation of Our Lady of Charity of the Good Shepherd take great pride in the high quality of care received and quality of lifestyle experienced by the Service Users. The current staff levels are:

<p><b>Management cover:</b> Director of Nursing (PiC): 9am-5pm <b>Mon-Fri</b>, Assistant Director of Nursing: 7am-3pm <b>Mon-Fri</b> Clinical Nurse Managers: 8am-8pm</p>	
<p><b>Day Shift 8am – 8pm:</b> 3 registered nurses; 9 healthcare assistants &amp; (1 Senior HCA 7.30-15.30 supernumerary)</p>	<p><b>Night Shift 8pm – 8am:</b> 2 registered nurses; 4 Healthcare assistants</p>

Our staffing levels enable the Home to provide care for low, medium, high, and maximum dependency Residents. There is a mixed dependency level on all 3 wings with a variety of bedroom sizes to ensure that all levels of dependency have adequate space for their needs. All 3 wings can accept and cater for all medical conditions associated with ageing and physical frailty. Prior to admission the PiC, Assistant Director of Nursing or the Clinical Nurse Manager will carry out a detailed assessment involving other health professionals where necessary to assist them in the assessment. The Home will principally admit those requiring nursing care although residents with minimal nursing needs may be admitted should they make the choice to make their home in a facility offering nursing care.

## FUNDING

Beechlawn House is registered with the National Treatment Purchase Fund for the provision of care under the Fairdeal scheme. Our Current rate

is €1400, and residents are assessed by the Nursing Home Support as to their own individual contribution. We pride ourselves on complete transparency around additional charges and therefore do not have a monthly service charge, that way you only pay for what you use

All additional services are agreed with the resident prior to commencement and invoiced on a monthly basis. Full details can be found in Appendix 1 of the Contract of Care. Prior to admission each resident and /or their representative will receive their contract of care detailing out the full cost of care including additional services. We require that the signed contract be returned to us prior to admission. Changes are made to contracts as and when there is a change to the Fairdeal rate. Additionally, charges are reviewed on an annual basis and Appendix 1 re-issued if there are any increases to costs.

## **ACCOMMODATION AVAILABLE AT BEECHLAWN HOUSE**

Our current available accommodation consists of 56 beds, of which 42 are single en-suite bedrooms and 7 are double en-suite bedrooms. Bedrooms have lovely views of our beautiful gardens and courtyards with some having views of the main entrance into the Campus. All rooms are fully furnished including flat screen television.

### **The bedrooms are divided into 3 Care areas:**

- Grafton Wing
- O'Connell Wing
- Liffey Wing

Each wing is complemented with lounge areas, corridor seating and a dining room. While Residents will be assigned a bedroom in one area, they are free to have access to all the lounge and day space in the entire Nursing Home. There are no locked units within Beechlawn.

We are registered with the Health Inspection and Quality Authority (HIQA) to accommodate 56 residents.

Our bedrooms, sitting rooms and communal spaces range in size, please see Appendix 1 for a full schedule of our accommodation and facilities.

There are 3 separate dining rooms all seating no more than 20 residents. These areas have round tables to enhance the dining experience especially for Residents with Dementia. The dining rooms are colourfully decorated; each dining room has also been designed with sound proofing to reduce the noise level during mealtimes. Residents will usually have their meals in the dining room attached to the wing where they reside unless otherwise requested.

We have a number of lounge/ day spaces comprising of:

1. The round lounge is a comfortable bright space, with an old-world feel, which has wall to wall windows and overlooks the front of the home This is a quite room with a 200L tropical fish aquarium and therapeutic environment for our residents living with a dementia.
2. A small quite relaxation room with clam colors and decoration
3. The TV lounge, which faces the beautiful gardens and the a lively view of the community. Here residents can catch up with current affairs or enjoy a movie and reminisce about old times.
4. Open day space on the first floor of the new wing provides a peaceful area to watch the world go by and is also an area where you can enjoy our sedum roof garden.
5. 2 Quiet lounge on the ground floor which can be used for receiving your visitors or just to sit and relax and read the newspaper.
6. The Activities room is a hive of activity from early morning to late afternoon 7 days a week.
7. There is a Hairdressing Salon / Therapy room offering a wide variety of pampering sessions for the Residents.
8. The home has a beautiful oratory, which is open 24 hours a day and can be used as a place of quiet reflection and prayer. A visiting Priest celebrates mass in the Oratory several times per week. The staff will be happy to accompany you should you wish.

### The Grafton Wing

Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m <sup>2</sup> )	En Suite / Room Facilities	ROOM ID
Bedroom	R07	Single	Ground	13.6 m <sup>2</sup>	Y	3.7 m <sup>2</sup> (R08)	Toilet, Sink and Shower	G1
Bedroom	R05	Single	Ground	13.2 m <sup>2</sup>	Y	3.7 m <sup>2</sup> (R06)	Toilet, Sink and Shower	G2
Bedroom	R50	Single	Ground	13.9 m <sup>2</sup>	Y	3.3 m <sup>2</sup> (R49)	Toilet, Sink and Shower	G3
Bedroom	R52	Single	Ground	14 m <sup>2</sup>	Y	3.3 m <sup>2</sup> (R51)	Toilet, Sink and Shower	G4
Bedroom	R54	Single	Ground	14 m <sup>2</sup>	Y	3.3 m <sup>2</sup> (R53)	Toilet, Sink and Shower	G5
Bedroom	R56	Single	Ground	13.9 m <sup>2</sup>	Y	3.3 m <sup>2</sup> (R55)	Toilet, Sink and Shower	G6
Bedroom	R58	Single	Ground	13.7 m <sup>2</sup>	Y	3.4 m <sup>2</sup> (R57)	Toilet, Sink and Shower	G7
Bedroom	R60	Single	Ground	13.4 m <sup>2</sup>	Y	3.4 m <sup>2</sup> (R59)	Toilet, Sink and Shower	G8
Bedroom	R62	Single	Ground	13.4 m <sup>2</sup>	Y	3.4 m <sup>2</sup> (R61)	Toilet, Sink and Shower	G9
Bedroom	R64	Single	Ground	13.4 m <sup>2</sup>	Y	3.4 m <sup>2</sup> (R63)	Toilet, Sink and Shower	G10
Bedroom	R66	Single	Ground	13.4 m <sup>2</sup>	Y	3.4 m <sup>2</sup> (R65)	Toilet, Sink and Shower	G11
Bedroom	R68	Single	Ground	13.4 m <sup>2</sup>	Y	3.4 m <sup>2</sup> (R67)	Toilet, Sink and Shower	G12

Bedroom	R01	Single	Ground	15.1 m2	Y	3.8 m2(R02)	Toilet, Sink and Shower	G14
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Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m <sup>2</sup> )	En Suite / Room Facilities	ROOM ID
Bedroom	R03	Single	Ground	15.2 m <sup>2</sup>	Y	3.5 m <sup>2</sup> (R04)	Toilet, Sink and Shower	G15
Bedroom	R24	Single	Ground	16.5 m <sup>2</sup>	Y	4.1 m <sup>2</sup> (R25)	Toilet, Sink and Shower	G18
Bedroom	R27	Single	Ground	17.7 m <sup>2</sup>	Y	4.1 m <sup>2</sup> (R26)	Toilet, Sink and Shower	G19
Office	R33		Ground	7.8 m <sup>2</sup>				
WC	R34		Ground	4.6 m <sup>2</sup>			Toilet and Sink	
Dining Room	R30		Ground	49 m <sup>2</sup>				
Nurse Station	R22		Ground	11 m <sup>2</sup>				
Assisted Bathroom	R23		Ground	13.6 m <sup>2</sup>			Sink, Toilet and a Bath	
Toilet	R19		Ground	7.5 m <sup>2</sup>				
Storage	R21		Ground	8.1 m <sup>2</sup>				
Resident relaxation room	R42		Ground	12.6 m <sup>2</sup>				

Office	R47		Ground	10.1 m <sup>2</sup>				Director of Nursing
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Office	R48		Ground	13.1 m <sup>2</sup>				ADON/CNM
Electrical room			Ground	1.5m <sup>2</sup>				
Bathroom	R18		Ground	12.7 m <sup>2</sup>			Sink, and a Bath	
Dirty Utility	R11		Ground	10.3 m <sup>2</sup>				
New Bed	R12	Single	Ground	15.5 m <sup>2</sup>	Y	5.3 m <sup>2</sup> (R13)	Toilet, Sink and Shower	G16
New Bed	R15	Single	Ground	19.5 m <sup>2</sup>	Y	4.5 m <sup>2</sup> (R14)	Toilet, Sink and Shower	G17
<b>The O'Connell Wing is newly refurbished and has a maximum capacity of 20 residents. There are 4 Single ensuite rooms and 8 Twin ensuite rooms</b>								
Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m <sup>2</sup> )	En Suite / Room Facilities	ROOM ID
Priest's Vestry	R70		Ground	20.6 m <sup>2</sup>				
Store	R71		Ground	2.6 m <sup>2</sup>				
Chapel	R73		Ground	77.9 m <sup>2</sup>				
Sitting Room	R76		Ground	32 m <sup>2</sup>				
Bedroom	R78	Single	Ground	13 m <sup>2</sup>	Y	3.2 m <sup>2</sup> (R77)	Toilet, Sink and Shower	OC1

Bedroom	R80	Single	Ground	13 m2	Y	3.2 m2(R79)	Toilet, Sink and Shower	OC2
Bedroom	R82	Single	Ground	13 m2	Y	3.2 m2(R81)	Toilet, Sink and Shower	OC3
Bedroom	R84	Single	Ground	13 m2	Y	3.2 m2(R83)	Toilet, Sink and Shower	OC4
Bedroom	R86	Twin	Ground	20 m2	Y	3.2 m2(R85)	Toilet, Sink and Shower	OC5&6
Bedroom	R88	Twin	Ground	20 m2	Y	3.2 m2(R87)	Toilet, Sink and Shower	OC7&8
Bedroom	R90	Twin	Ground	20.1 m2	Y	3.2 m2(R89)	Toilet, Sink and Shower	OC9&10
Bedroom	R94	Twin	Ground	19.8 m2	Y	3.2 m2(R93)	Toilet, Sink and Shower	OC11&12
Bedroom	R96	Twin	Ground	19.8 m2	Y	3.1 m2(R95)	Toilet, Sink and Shower	OC14&15
Bedroom	R98	Twin	Ground	19.8 m2		3.2 m2(R97)	Toilet, Sink and Shower	OC16&17
Bedroom	R100	Single	Ground	19.8 m2	Y	3.2 m2(R99)	Toilet, Sink and Shower	OC18&19
Bedroom	R102	Twin	Ground	19.8 m2	Y	3.2 m2(R101)	Toilet, Sink and Shower	OC20&21
Assisted Bathroom	R103		Ground	9.6 m2			Sink, Toilet and a Bath	
WC	R106		Ground	3.4 m2			Toilet and Sink	

STORE	R105		Ground	3.9 m2				
Equipment Storage Room	R104		Ground	8.9 m2				
<b>The O'Connell Wing</b>								
Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m2)	En Suite / Room Facilities	ROOM ID
WC	R114		Ground	6.9 m2			Toilet and Sink	
Kitchen Storage Room 1	R111		Ground	37.8 m2				
Dirty Laundry	R109		Ground	3.3 m2				
Kitchen Storage Room 3	R110		Ground	3.4 m2				
Kitchen Area			Ground	50.4 m <sup>2</sup>				
Linen	R115		Ground	2.4 m <sup>2</sup>				
Porter Area 1			Ground	15 m2				

Porter Area 2			Ground	3.1 m2			
Porter Area 3			Ground	3.2 m2			
Porter Area 4			Ground	3.5 m2			
Kitchen Toilet			Ground Floor	2.8 m2			Toilet and Sink
Electrical Room			Ground (Outside)	9 m2			
Boiler Room			Ground (Outside)	23.7 m2			
Dining Room	R117		Ground	61 m2			
Sitting Room	R119		Ground	37 m2			
Hairdressing Room	R40		Ground	8.6 m2			
WC	R39		Ground	2.5 m2			Toilet and Sink
WC	R38		Ground	5.2 m2			Toilet and Sink
Staff Room	R36		Ground	26 m2			
Staff Office	R43		Ground	20.9 m2			
Activities Room	R44		Ground	42.7 m2			

**The Liffey Wing has 18 Single ensuite bedrooms over 2 floors. There is also the Ha'Penny Bridge Suite which is available for end-of-life care.**

Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m <sup>2</sup> )	En Suite / Room Facilities	ROOM ID
Lift	N011		Ground	6.8 m <sup>2</sup>	N			
Bedroom	N010	Single	Ground	15.4 m <sup>2</sup>	Y	5.4 m <sup>2</sup> (N09)	Toilet, Sink and Shower	L1
Bedroom	N07	Single	Ground	15.4 m <sup>2</sup>	Y	5.4 m <sup>2</sup> (N08)	Toilet, Sink and Shower	L2
Bedroom	N05	Single	Ground	15.4 m <sup>2</sup>	Y	5.4 m <sup>2</sup> (N04)	Toilet, Sink and Shower	L3
Sitting Area	N06		Ground	4.9 m <sup>2</sup>				
Bedroom	N037	Single	Ground	15.2 m <sup>2</sup>	Y	5.4 m <sup>2</sup> (N38)	Toilet, Sink and Shower	L4
End of Life Room	N040	Single	Ground	23.2 m <sup>2</sup>	Y	5.4 m <sup>2</sup> (N39)	Shower, Sink and Toilet	Ha' Penny suite
Bedroom	N02	Single	Ground	15.2 m <sup>2</sup>	Y	5.4 m <sup>2</sup> (N03)	Toilet, Sink and Shower	L5
Dirty Utility	N032		Ground	9.2m <sup>2</sup>	N			
Linen Room	N034		Ground	3.5 m <sup>2</sup>	N			
Stairs 02	N035		Ground	22.2m <sup>2</sup>	N			

Assisted Bathroom	N01		Ground	11.8 m2			Sink, Toilet and a Bath	
Bedroom	N030	Single	Ground	15.3 m2	Y	5.4 m2 (N33)	Toilet, Sink and Shower	L6
Bedroom	N029	Single	Ground	15.1 m2	Y	5.3 m2 (N27)	Toilet, Sink and Shower	L7
Bedroom	N024	Single	Ground	15.4 m2	Y	5.3 m2 (N28)	Toilet, Sink and Shower	L8
Dining Room and Sitting Room	N023 & N022		Ground	60 m2	N			
Visitor WC	N019		Ground	5.4 m2			Toilet and Sink	
Assisted WC	N020		Ground	6.2 m2				
Nurse's station	N018		Ground	13 m2	N			
Clinical Room	N015		Ground	15.3 m2	N			

**The Liffey Wing has 18 Single ensuite bedrooms over 2 floors. There is also the Ha'Penny Bridge Suite which is available for end-of-life care.**

Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m2)	En Suite / Room Facilities	ROOM ID
Staff WC	N017		Ground	4.5 m2			Toilet and Sink	
Stairs 01	N012		Ground	22.6m <sup>2</sup>	N			

Visitor Room	N013		Ground	10.5 m2	N			
Visitor Room	R32		Ground	8.7 m2	N			
Reception area	R46		Ground	6.3 m2	N			
WC	N113		First	3.9 m2			Toilet and Sink	
Bedroom	N110	Single	First	15.4 m2	Y	5.4 m2 (N101)	Toilet, Sink and Shower	L9
Bedroom	N107	Single	First	15.4 m2	Y	5.4 m2 (N108)	Toilet, Sink and Shower	L10
Staff Area	N106		First	5.2 m2				
Bedroom	N105	Single	First	15.5 m2	Y	5.4 m2 (N104)	Toilet, Sink and Shower	L11
Bedroom	N102	Single	First	15 m2	Y	5.4 m2 (N103)	Toilet, Sink and Shower	L12
Assisted Bathroom	N101		First	12 m2	N		Toilet, Sink and Bath	
Bedroom	N130	Single	First	16 m2	Y	7.2 m2 (N128)	Toilet, Sink and Shower	L14
Bedroom	N127	Single	First	15.1 m2	Y	7.2 m2 (N129)	Toilet, Sink and Shower (Assisted)	L15
Sitting Area	N120		First	14.8m <sup>2</sup>	N	N		
Bedroom	N126	Single	First	15.1 m2	Y	5.4 m2 (N124)	Toilet, Sink and Shower	L16
Bedroom	N121	Single	First	15.1 m2	Y	5.4 m2 (N125)	Toilet, Sink and Shower	L17

Bedroom	N119	Single	First	15.1 m2	Y	5.4 m2 (117)	Toilet, Sink and Shower	L18
Bedroom	N116	Single	First	15.1 m2	Y	5.4 m2 (N119)	Toilet, Sink and Shower	L19
Dirty Utility	N114		First	5.4 m2	N			

### First Floor Office Space and Storage

Description / Type of Room	Room Number (on plans)	Occupancy	Floor	Size (m <sup>2</sup> )	En Suite Y / N	En Suite Size/ FLOOR PLAN NUMBER (m <sup>2</sup> )	En Suite / Room Facilities	ROOM ID
Store	3766/3992		First	14.5 m <sup>2</sup>	N			
Changing Room	3900/2638		First	10.5 m <sup>2</sup>	N			
Office	3912/4137		First	16.5 m <sup>2</sup>	Y	4 m <sup>2</sup>	Bath, Toilet and Sink	
WC	2077/2174		First	4.4m <sup>2</sup>			Bath, Toilet and Sink	
WC	832/2005		First	1.8 m <sup>2</sup>			Toilet and Sink	
WC	872/2001		First	1.7 m <sup>2</sup>			Toilet and Sink	
WC	1997/1998		First	4 m <sup>2</sup>			Bath, Toilet and Sink	
Changing Room	3427/3900		First	13.6 m <sup>2</sup>	N			
Office	3156/3927		First	13.4 m <sup>2</sup>	N			
Changing Room	4543/3815		First	17.2 m <sup>2</sup>	N			

Floor Plans can be found on Appendix 1

Other facilities include:

Car park facility	Enclosed gardens	Enclosed courtyards	24 Hr CCTV monitoring external to the building
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There are a number of toilets on all corridors for convenience, each indicated by with a yellow door and dementia friendly signage. Temporary signage is in place while we continue to develop our signage throughout the Nursing Home.

## DEPENDENCY LEVELS ACCOMMODATED AT BEECHLAWN

Dependency levels are re-assessed each month and the RQIA recognised tool is then used to assess staffing levels against the dependency.

Descriptions of dependency levels as used by HIQA in their "annual return for providers of designated centres: residential care centres for Older People" are as follows, using Barthels modified dependency scale:

### **Low dependency:**

This category refers to people who need some support in the community and the more independent residents in residential accommodation who require little nursing care. They are usually independently mobile but may use a mobility aid and may have difficulty managing stairs.

### **Medium Dependency:**

A person whose independence is impaired to the extent that he/she requires residential care because the appropriate support and nursing care required by the person cannot be provided by the community. Mobility is impaired to the extent that the person requires supervision or a mobility aid.

### **High Dependency:**

Independence is impaired to the extent that the person requires residential care but is not bed bound. The person may have a combination of physical and mental disabilities, may be confused at times and be incontinent. He/she may require a mobility aid and physical assistance to walk.

### **Maximum Dependency:**

Person whose independence is impaired to the extent that he/she requires nursing care. The person is likely to be bed bound, requires assistance with all aspects of physical care and may be ambulant but confused, disturbed and incontinent.

Source: Annual Survey of Long Stay Units (Department of Health and Children, 2006)

## QUALITY OF CARE

The primary concern of Beechlawn House is to ensure that the quality of care and accommodation provided to our residents is of a high standard. Beechlawn House shall provide all appropriate care in accordance with the holistic needs of each resident, in a homely environment. Our aim is to ensure that this setting is comfortable, allows privacy and security and is clean to enable Residents to retain their individuality and self- respect. The organization of care structures in Beechlawn House and the attitude of our staff will reflect the individual needs of the Residents, help them to maintain their personal dignity and enable, wherever possible, individual choices especially with regard to activities of daily living. Residents are encouraged to express their views on any aspect of the residential care setting, at any time or in the monthly residents' meetings. Residents are also encouraged to exercise their civil, political, and religious rights, in accordance with their wishes. Residents will receive a nutritious and varied diet in pleasant surroundings. Special dietary needs will be catered for, and snacks and drinks are available at various times throughout the day.

In order to facilitate the above, a trial period of two months will apply to all residents. This time is to allow the resident and their next of kin to decide whether Beechlawn House is appropriate for them and, for Beechlawn House to assess the suitability of the resident for the Home, ensuring it can offer the suitable services to the resident.

## **PROVISION OF CARE SERVICES**

Medical and nursing care will be provided, in a supervised manner, on a 24-hour basis. On admission, a named nurse will be allocated to the resident who will be responsible for the care planning and assessments. This nurse will also be a link to family or representatives. Care plans will be discussed with the resident and / or representative to ensure that the transition into Beechlawn House is calm and ordered.

During a resident stay in Beechlawn House, their care plan is assessed and changed as the need arises and this will be discussed with the resident and / or representative every 4 months. If the plan of care provision needs to be amended due to special behavioural needs, these will be managed and responded to effectively in an environment that promotes wellbeing and has the least restrictions.

We pride ourselves on our delivery of care and when the terminal stage of a resident's life is imminent, we will provide all necessary support and facilities for that resident and her family, respecting their wishes and cooperating with their arrangements, where appropriate. Residents are encouraged to indicate their personal preferences at the end of their life, to include their preferred place of death and how they wish their personal possessions to be dealt with following bereavement. If, however, the scope of care required is beyond the capacity of Beechlawn House, then all possible assistance shall be provided to the next of kin to arrange suitable alternative nursing or palliative care as required.

Resident's medication requirements are managed by their named nurse in conjunction with the Clinical Nurse Manager. Medication is safely stored and administered only by a nurse. Beechlawn House will endeavour to ensure that no resident suffers unnecessarily and that correct levels of medication are provided and consumed. The nursing home is kept clean, hygienic, and free from offensive odours by the specially trained contract cleaning staff. Systems have been put in place to avoid the spread of infection and residents and visitors, as well as staff, are requested to adhere to these hygiene requirements for the benefit of all. Resident's rooms will be serviced daily, and personnel possessions may be bought into rooms after consultation with our safety officer.

## SPECIFIC THERAPEUTIC TECHNIQUES

Residents with medical cards will maintain their entitlement to avail of services and equipment where available from the HSE following admission to Beechlawn House and we will make a referral on the resident's behalf if required. Residents will be supported to access any National Screening Programmes for which they may be eligible. Due to limited access to HSE services, Beechlawn House has contracted services from professionally registered therapists to enhance rehabilitation potential. The following therapy services are made available to all residents should they require them and may incur an additional fee:

General Practitioners	Chiropody Services	Dental Services	Optician Services	Physiotherapy Services	Social Work services
The home is visited by two local General Practitioners who hold a clinic in the home every week. Emergency visits are available in exceptional circumstances. Out of hours the D-Doc service is used. If a resident wishes to retain her own general practitioner, the nurses will contact him / her to ascertain if he / she is able to retain the care of his / her patient taking into account the geographical distance from the Home.	A chiropodist visits the home quarterly and is registered with the HSE to treat residents who have a chiropody card. Once the number of free visits is achieved, the fee becomes payable by the resident, details of which are included in Appendix 1 of the contract of care.	The home facilitates residents to access external dental services. If any fees are payable, they are discussed with the resident in advance.	Opticians visit the home to conduct eye examinations and dispense spectacles. If any fees are payable, they are discussed with the resident in advance, although at present some services are free to medical card holders.	We currently employ a Physiotherapy. He is onsite for 12 hours per week. There is no charge for this service. Private / Occupational therapy/ Physiotherapy services are available through Fit for Life upon request. Fit for Life are a private operator and therefore fees will apply for these services. Some therapy services are available through the community HSE team. There can be a considerable wait for these but if you would prefer you can be referred to this service.	Beechlawn House Nursing Home Social Worker has a Service Level Agreement with a CORU registered Social Worker who visits on a consultancy basis and is called upon when required. He is part of the Safeguarding Process. Every safeguarding issue that arises he is involved. This is a safeguarding mechanism that is in place for BLNH". Social Worker involvement is an integral part of our Safeguarding Policy. The Social work also acts as an advocate for residents and families should it be needed.

## **PRIVACY AND DIGNITY**

When being admitted to a Nursing Home, it is important that you make every effort to retain your privacy, dignity and independence. Staff should knock and only enter with your permission. If this does not happen, then you should report such instances to the Person in Charge. You can decide who visits you and whom you meet in the home and if you wish to meet family members in private then you may do so in your room or in an area of the home set aside for this purpose if it is available. If you do not wish to see a visitor, then you should make your wishes known to the Person in Charge.

## **PROVISION OF NON-CLINICAL CARE**

A daily activities programme is organised by our 3 Activities Organisers and runs from 8 am to 5pm, 7 days a week. Residents are assessed to ascertain their capabilities, preferences and needs and this assessment is reviewed monthly. As well as the activities programme, trips outside the home, concerts, entertainers from the local community and visitors are part of life in Beechlawn House.

Residents are encouraged to pursue healthy lifestyle choices and recreational activities in accordance with their capabilities. This

would include the use of the secure gardens provided by the nursing home.

## **PROVISION OF PASTORAL CARE**

Our ethos and philosophy reflect our concern for all aspects of care, which embraces the physical, social, and spiritual, needs of our residents. Mass is celebrated several times per week in our Oratory and this is transmitted to residents' rooms via the television for those who prefer to stay in their rooms. Holy Communion is administered daily throughout the home for those who wish to receive it.

## ARRANGEMENTS FOR VISITING POTENTIAL RESIDENTS

We understand that the decision to move into long-term care can be a stressful time. At Beechlawn House we want to make your transition as smooth as possible. The Person in Charge will be happy to meet with you and your family to give you a tour of the building and discuss any personal needs you may have. In order to ensure you receive our uninterrupted attention we would ask that you kindly schedule an appointment in the first instance.

## INSURANCE

Beechlawn House has adequate public liability insurance, employer liability and professional liability. Should any resident or representative wish to have sight of the insurance document, this will be arranged, a copy of the certificate is held in reception. Residents are asked not to keep large amounts of money in their rooms. A locked drawer is provided for each resident to retain valuable items. There is a cover for Residents personal possessions allowed for in the policy to the value of €3,000.

## ARRANGEMENTS FOR VISITING EXISTING RESIDENTS

We operate generally an open visiting policy within Beechlawn House subject to public health guidelines. To protect our residents, we ask that all visitors sign in and out on entering and leaving; wait in the reception area to enable staff to announce their arrival and partake in precautionary infection control measures as appropriate. Beechlawn House reserves the right to impose restrictions on visiting arrangements where the visit or time of visit is deemed to pose a risk or where the resident requests restrictions.( Please see the resident handbook)

A detailed list of valuable / personal items brought into Beechlawn House by a resident will be entered in the care profile upon admission.

## **SAFETY**

We all have a responsibility for the safety of our residents, staff, and visitors. Your co-operation is essential when fire drills are carried out. You will be provided with information about what to do if there is a fire or other emergency. Floor plans are located at regular intervals throughout the corridors to aid evacuation during a drill or an emergency. All visitors are required to sign the visitor's book in reception on arrival in Beechlawn House and sign out on departure.

The door to resident bedrooms has a lock, which can be used. In the event of an emergency the staff member in charge has a key to open the door if needed. Dignity is respected at all times.

No alcohol is to be brought in to the residents without discussion with the person-in-charge as this may interact with any medication prescribed. Beechlawn has a no smoking policy.

If residents are taken off the premises, the nurse in charge must be consulted and arrangements given for medication, transport, and time of return. The person taking any Resident off the property is asked to sign a release form upon leaving and returning.

## FIRE MANAGEMENT

The Nursing home has a full fire alarm system in operation including a new fire panel which was installed during the refurbishment in 2015 /2016 and as of 2026 it is a L1 standard fire system. There are heat sensors and smoke detectors located throughout the building along with break glass points at regular intervals in each corridor. There are smoke vents in the stair wells of the new building that activate automatically in the event of a fire alarm with an emergency communication system in each stair well linked to the fire panel.

The fire panel is located in reception. The fire panel is serviced on a quarterly basis by our contractor TEE and our fire extinguishers are serviced annually by TEE. The emergency lighting was replaced throughout the home during the refurbishment, and this is monitored on a weekly basis by the Maintenance Supervisor. There are trained fire wardens in place who assist the Maintenance Supervisor with his weekly checks.

A fire safety check is carried out on a weekly basis by the Maintenance Supervisor, and this incorporates a fire drill with staff. There are ski pads in each stair well for horizontal evacuation. Any Residents requiring assistance with evacuation in the event of a fire have a burning heart symbol on their door. All residents on the first floor have evacuation slings under their mattress. We simulate full evacuation twice a year. All staff receives fire training annually and this includes horizontal evacuation.

### Fire precautions and emergency procedure

#### **What to do in the event of a fire.**

The alarms are tested each week. If the fire alarm sounds, then please remain where you are. All our staff receives regular training in what to do in the event of a fire. Should the alarm sound when you are in the building please remain where you are and await instruction from the staff **DO NOT** leave the building unless you are asked to by a member of staff or the fire brigade.

It is important that residents sign out of the building when they go out, all visitors **MUST** sign in and out at reception. This is a requirement under Health & Safety, as we do not want to put someone at risk looking for people who are not in the building.

**Full details of our Fire Management Policy and Evacuation Procedures are available in the Nurses Station in O'Connell wing.**

## **ARRANGEMENTS FOR CONSULTATION WITH RESIDENTS**

The Beechlawn Nursing home is run for the benefit of residents and the views and observations of residents are important in ensuring that wherever possible, residents participate in the way it is organised. We expect to inform you in good time of any changes which may affect you, and we will be inviting you to comment and participate in a resident's survey annually.

We will also arrange residents' meetings on a monthly basis to which residents and their Families / advocates are encouraged to attend. During these meetings there will be an opportunity to make comments and suggestions. At any time however, we welcome comments and observations on how we can change and improve the services we offer, and you are welcome to make such observations to the Person in Charge, or to use the comments/suggestions box in reception.

The Management of Beechlawn Nursing Home conducts an Annual Review of Its service to ensure that we are continually improving our service. There is a copy of the 2022 review available in Reception however if you wish to receive your own copy, please ask the Person in Charge.

## **CONFIDENCE IN OUR ABILITY / COMPLAINTS AND ADVOCACY**

Beechlawn House strives to provide a high-quality service to all residents. There is a structured process for receiving and acting upon comments, compliments, and complaints. This process is open, honest, and strictly confidential and we would urge you to direct your comments to the person in charge in the first instance. Complaints may be verbal or in writing. All complaints will be documented. Once a complaint is received, it will be responded to promptly and the problem will be resolved locally wherever possible. Immediate response to all complaints may not be possible, as some will require formal and careful consideration.

## Outcomes:

1. Achieve excellent standards.
2. Respond effectively to complaints.
3. Resolve any issues before they culminate in a complaint.
4. Take a proactive method of finding out what we are doing well and what needs improving.
5. We create a climate where feedback is encouraged, and residents feel able to comment both positively and negatively about the service we provide. The emphasis is on swift and positive resolution of complaints as close to the source as possible.

Our Complaints Procedure is displayed in a prominent position at the main reception on the ground floor. Complaints may be verbal or in writing. All complaints will be documented. Once a complaint is received, it will be responded to promptly and the problem will be resolved locally wherever possible.

If you have a complaint about any aspect of the service or care, please speak to the Nurse in charge. If the Nurse in charge is not able to resolve the problem, please speak or write to the person in charge who is the designated officer for dealing with complaints on Beechlawn Campus.

Complaints officer- Mr. Christopher Horgan **(Person in Charge)**

Review officers- Sr. Cait O'Leary **(RPR)** & Mr. Jack Buckley **(PPIM)**

Independent complaint review person -Mr. Martin Kinsella **(Non-Executive member of the Beechlawn Management Committee)**

In relation to complaints about staff, or issues arising from conduct or performance these are dealt with in line with the Organisations HR policy and staff handbook. Please speak to the person in charge who will appoint an appropriate and suitably qualified member of the management team to carry out any investigation. Should the complainant require assistance or advice, their Next of Kin can assist the person with making a complaint or help him/her with contacting their advocate: Anyone looking for advocacy support, can contact the Patient Advocacy Service helpline on 0818 293003. The helpline is open Monday to Friday from 10am until 4pm, including lunchtimes. You can also email [info@patientadvocacyservice.ie](mailto:info@patientadvocacyservice.ie)

Beechlawn Campus has a staged approach to managing complaints. All complaints will be investigated using whichever stage of the complaints management policy that is deemed appropriate by the designated complaints officer investigation should be completed within 30 days, but this can be extended once properly notified to the complainant. A review process may be requested by a complainant who is unsatisfied with the report of the complaints officer, which should be completed within 20 days.

If there is no resolution to the matter or you do not feel comfortable discussing the matter with the person in charge then you can contact the Person Participating in Management: Sr. Cait O'Leary, C/O Head Office, 63 Lower Sean McDermott Street, Dublin 1 or the Register Provider Representative: Sr Cait O'Leary, C/O Head Office, 63 Lower Sean McDermott Street, Dublin 1.

Sr Cait O'Leary will review your complaint or concerns further and inform you of the outcome in writing within 20 days. We will always do our best to resolve your complaint as soon as possible and then tell you what we have done to sort out your problem. The complaints policy can be read to you if your vision is impaired and arrangements can be made, in special circumstances, for an audio version to be made available.

All complaints are reviewed on a quarterly basis by an Independent Non-Executive member of the Beechlawn Management Committee.

Monitoring and Continuous Improvement:

The PIC and the registered provider representative meet monthly to review any incidents/accidents and complaints. All complaints are reviewed at the Clinical Governance meetings and our regular staff meetings as part of the clinical governance process. Improvements required are handled by the clinical governance committee who ensure that relevant information from learning is disseminated to appropriate staff.

If you remain dissatisfied, then you may also contact the following agencies:

**Complaints Ombudsman**

Ombudsman's Office, 18 Lower Leeson Street, Dublin 2. Tel: 10 639 5614 / Email: [ombudsman@ombudsman.gov.ie](mailto:ombudsman@ombudsman.gov.ie)

**HSE Consumer Affairs Area Officer**

Anmarie Donohue, Consumer Affairs Officer, HSE Dublin North East Region, Unit 7, Swords Business Campus, Balheary Road, Swords, Co. Dublin. Tel: 01 890 8728 / Email: [anmarie.donohue@HSE.ie](mailto:anmarie.donohue@HSE.ie)

**Health Information and Quality Authority (HIQA)**

Chief Inspector, Health Information and Quality Authority, Unit 1301, City Gate, Mahon, Co. Cork. Tel 021 240964 / Email: [concerns@hiqa.ie](mailto:concerns@hiqa.ie)

If you are unsatisfied with our response or need assistance with this process, you may seek assistance from a recognised external advocacy group as displayed at the end of this booklet.

## **Advocacy**

The home promotes 3 approaches to advocacy to ensure our residents have a voice. These 3 approaches are:

1. Self-Advocacy
2. Group advocacy through a resident's meetings
3. Independent / external advocacy Support

Beechlawn Nursing home have access to an independent advocacy services:

### **The Patient Advocacy Service**

The Patient Advocacy Service is an independent, free and confidential service. We provide information and support to people who want to make a formal complaint through the relevant complaints policy about the care they have experienced in a Public Acute Hospital or Nursing Home. We also support people in the aftermath of a Patient Safety Incident. The patient advocacy service come on site to give information talks on their services. There is also information leaflets in the residents information area on the ground floor.

The Patient Advocacy Service is wholly funded by the Department of Health and therefore fully independent of the HSE and all other service providers.

### **SAGE**

Sage provides information, support and advocacy and our work on behalf of clients is independent of family, service provider or systems interests.

We also have a suggestion box at main entrance, and you are most welcome to make any suggestions, complaints or compliments or likewise approach a staff member. Resident's opinions are actively sought in both group and one to one settings. We have two resident advocates who are also involved in the running of our home.

### **Residents Meeting:**

Our residents have the opportunity to attend monthly meetings and any issues raised are acted upon. Staff consult with residents and seek their views in particular where the running of the service has implications for residents' privacy, dignity and sense of home. We welcome resident's suggestions and participation in the operation of the centre. Management are invited to attend resident meetings also. Management and staff are available in both group and individual settings. There are also residents who participated on committees within the home.

### **Additional advocate supports:**

- Advocacy Services The National Advocacy Service for People with Disabilities (NAS) Website: [www.advocacy.ie](http://www.advocacy.ie)
- The Patient Advocacy Service (PAS) (includes nursing homes) Website: [www.patientadvocacyservice.ie](http://www.patientadvocacyservice.ie)
- Sage Advocacy Website: [www.sageadvocacy.ie](http://www.sageadvocacy.ie)
- Social and Health Education Project (SHEP) Website: [www.socialandhealth.com](http://www.socialandhealth.com)
- Empowering People in Care (EPIC) Website: [www.epiconline.ie](http://www.epiconline.ie)

## **LOCAL HEALTH SERVICE CONTACTS**

Your local HSE office may be able to guide you on options for financing your care.

Contact: Nursing Home Support Service, HSE Dublin / North East, 1st Floor Civic Offices, Main Street, Ballymun, Dublin 9

## **VISITS BY SENIOR COMPANY REPRESENTATIVE**

The Home is managed and supervised by the Congregation of Our Lady of Charity of the Good Shepherd who have a responsibility to ensure that the services provided meet the needs of the residents and that the Home continues to provide the high standards which are an inherent part of the Congregation of Our Lady of Charity of the Good Shepherd philosophy.

The Home is visited on a regular basis by both the Registered Provider Representative and the Person Participating in Management of the Congregation of Our Lady of Charity of the Good Shepherd, during which time the opportunity is taken to discuss all matters relating to the smooth and efficient running of the Home, this review includes the person in charge, members of staff, and senior members of the management team in the Home, as well as the residents.

## **NURSING HOME INSPECTIONS**

The Nursing Home is registered with the Health Information and Quality Authority and will be inspected regularly to ensure that standards of care are being maintained. Inspections may be announced or unannounced and may occur during the day, in the evening, at night or at weekends. Registration will be renewed every three years. The registration and inspection process are independent, and reports will be published after each inspection. A copy of each report can be obtained online at: <http://www.hiqa.ie/functions> and also in our reception.

### **Membership of Nursing Homes Ireland**

As a member of Nursing Homes Ireland, we are committed to their shared vision and goals. Nursing Homes Ireland is the single representative body for the private and voluntary nursing homes sector in Ireland and is therefore a key part of the Irish Health Service. Their vision is to ensure that all residents of nursing homes will receive high quality care. As a single representative body, Nursing Homes Ireland, alongside the Government and other key stakeholders can influence important health decisions and policies which affect residential care services.

### **Nursing Homes Ireland: Mission Statement and Charter**

The mission statement of NHI states that members are committed to the provision of high standards of care, support and respect to older people who are resident in nursing homes.

#### **Members are committed to:**

- Maintaining and enhancing the quality of life of residents preserving the autonomy of residents, guaranteeing free expression of opinion and freedom of choice.
- Maintaining a safe, physical, and emotional environment
- Ensuring that the privacy and dignity of residents is respected.
- Being an employer of choice and providing continuous professional development and training

#### **Each resident in a nursing home has the responsibility to:**

- Respect the rights and needs of other people in the nursing home and to respect the needs of the nursing home community as a whole.
- Respect the rights of staff and the proprietor to work in an environment which is free from harassment.
- Care for his or her own health and well-being in so far as he or she is capable.
- Inform his or her General Practitioner, as far as he or she is able, about his or her medical history and his or her current state of health.

Advocacy Group	Phone Number	Contact Name	Email address	Postal address
Age Action Ireland www.ageaction.ie	01 475 6989	Gerard Scully	info@ageaction.ie	Age Action Ireland 10 Grattan Crescent Inchicore, Dublin 8
Citizens Information Board (formerly Comhairle)	01 605 9000	Naomi Selin or Louise Loughlin Manager Advocacy and Accessibility	louise.loughlin@advocacy.ie	Citizen's Information Board Ground Floor, George's Quay House 43 Townsend Street Dublin 2
Irish Human Rights & Equality Authority www.equality.ie	01 8589601		lhrec.ie	Irish Human Rights & Equality Commission 16-22 Green Street, Dublin 7
Irish Advocacy Network	01 8728684	David Mitchell	admin@irishadvocacynetwork.com	Irish Advocacy Network First Floor, Tannery Building 53-56 Cork Street, Dublin 8
Irish Cancer Society www.cancer.ie	01 231 0500 (Mon – Thurs 9am- 5pm)		cancernurseline@irishcancer.ie	Irish Cancer Society 43/45 Northumberland Road, Dublin 4
Irish Heart Foundation www.irisheart.ie	01 668 50 01		info@irisheart.ie	Irish Heart Foundation, 17-19 Rathmines Road Lower Dublin 6
Patient Advocacy Service <a href="http://www.patientadvocacyservice.ie">www.patientadvocacyservice.ie</a>	0818 293003			Patient Advocacy Service, Level 3 Rear Unit, Marshalsea Court, Merchant's Quay, Dublin D08 AEY8
Irish Patients Association www.irishpatients.ie	087 6594183		info@irishpatients.ie	Irish Patients Association Unit 2, 24 Church Road Ballybrack County Dublin
Mental Health Ireland www.mentalhealthireland.ie	01 284 1166	Martin Rogan (CEO)	info@mentalhealthireland.ie	Mental Health Ireland, Mensana House, 1-4 Adelaide Road Glathule, County Dublin
Sage Advocacy	01 5367330 1850 719400		info@sageadvocacy.ie	Sage Advocacy 24-26 Upper Ormond Quay Dublin 7

## Policies that inform our practice

As a provider of high-quality nursing care, we welcome the 'National Standards for Residential Care Settings for Older People in Ireland'. These standards will help to consolidate existing good practice whilst also identifying areas for development.

A copy of the standards can be obtained either online at <https://www.hiqa.ie/sites/default/files/2017-01/National-Standards-for-Older-People.pdf> or in writing to: Health Information and Quality Authority, Social Services Inspectorate, 1301 City Gate, Mahon, Cork (Tel: 021 240 9300).

Other national policies that we adhere to include:

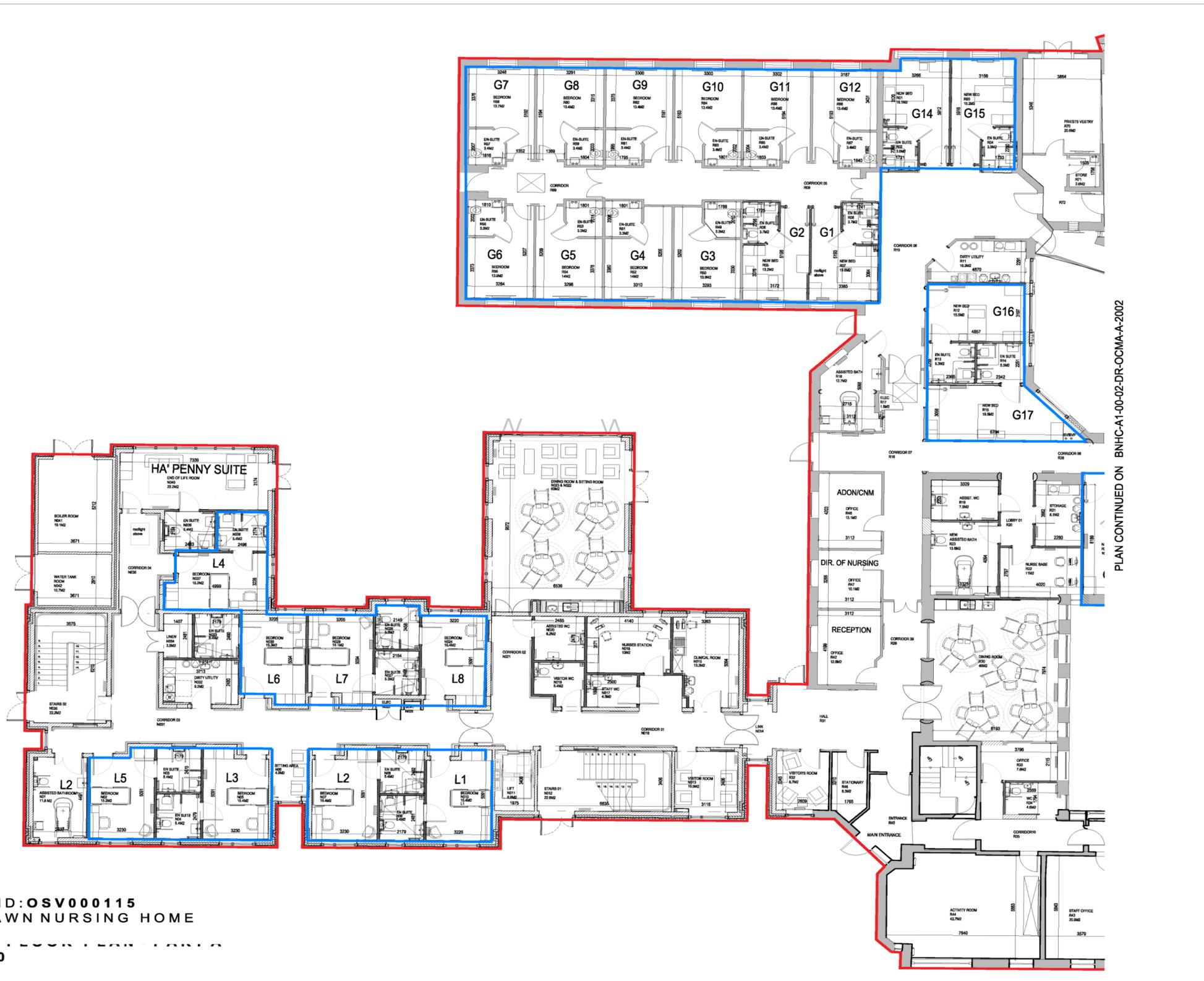
- Health Act 2007 and associated regulations
- National Standards for Infection, Prevention and Control in Community Services
- Safeguarding Vulnerable Persons at Risk of Abuse National Policy and Procedures
- HIQA National Standards for Adult Safeguarding
- Restrictive Practices Guidance
- HIQA Fire Safety Guidance

## Policies that inform our practice

Furthermore, we are required by legislation to have the following core policies in place:

- |   |   |
|---|---|
| <p>1. The prevention, detection and response to abuse;</p> <p>2. Admissions;</p> <p>3. Management of behaviour that is challenging;</p> <p>4. The use of restraint;</p> <p>5. Residents' personal property, personal finances and possessions;</p> <p>6. Communication;</p> <p>7. End of life care;</p> <p>8. Staff training and development;</p> <p>9. Recruitment, selection and vetting of staff;</p> <p>10. Monitoring and documentation of nutritional intake;</p> <p>11. Provision of information to residents;</p> <p>12. The creation of, access to, retention of and destruction of records;</p> | <p>13. Temporary absence and discharge of residents;</p> <p>14. Health and safety of residents, staff and visitors (including infection control and food safety);</p> <p>15. Risk management;</p> <p>16. Responding to emergencies;</p> <p>17. Fire safety management;</p> <p>18. The ordering, receipt, prescribing, storing and administration of medicines to residents;</p> <p>19. The handling and disposal of unused or out of date medicines;</p> <p>20. The handling and investigation of complaints from any person about any aspects of service, care and treatment provided in, or on behalf of a designated centre.</p> |
|---|---|

Appendix



GENERAL NOTES: © O'CONNELL MAHON ARCHITECTS

- DO NOT SCALE. USE FIGURED DIMENSIONS ONLY.
- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT SPECIFICATIONS AND DRAWINGS.
- ALL DIMENSIONS TO BE CHECKED ON SITE.
- IN THE EVENT OF ANY DISCREPANCIES BETWEEN DRAWINGS, THE CONTRACTOR IS TO INFORM THE ARCHITECT IMMEDIATELY.

Legend:  
 All overnight accommodation (bedrooms) are outlined in blue  
 All parts of the designated centre outlined in red

REV	DATE	DESCRIPTION	BY
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**O'CONNELL MAHON ARCHITECTS 1**  
 9 FITZWILLIAM PLACE DUBLIN, D02 VW22 26 / 27 SOUTH MALL, CORK, T12 R2RV  
 T +353 1 676 7408 T +353 21 234 7509  
 info@oconnellmahon.ie www.oconnellmahon.ie

CLIENT  
**Congregation of Our Lady of Charity of the Good Shepherd**

PROJECT  
**BEECHLAWN NURSING HOME & CONVENT**

DRAWING TITLE  
**GROUND FLOOR PLAN - PART A**

DEFINITION

DISCIPLINE	DRAWN BY	CHECK BY
ARCHITECTURE	DW	CW

PROJECT NUMBER	SCALE @ A1	STATUS - REVISION
3863	1:100	

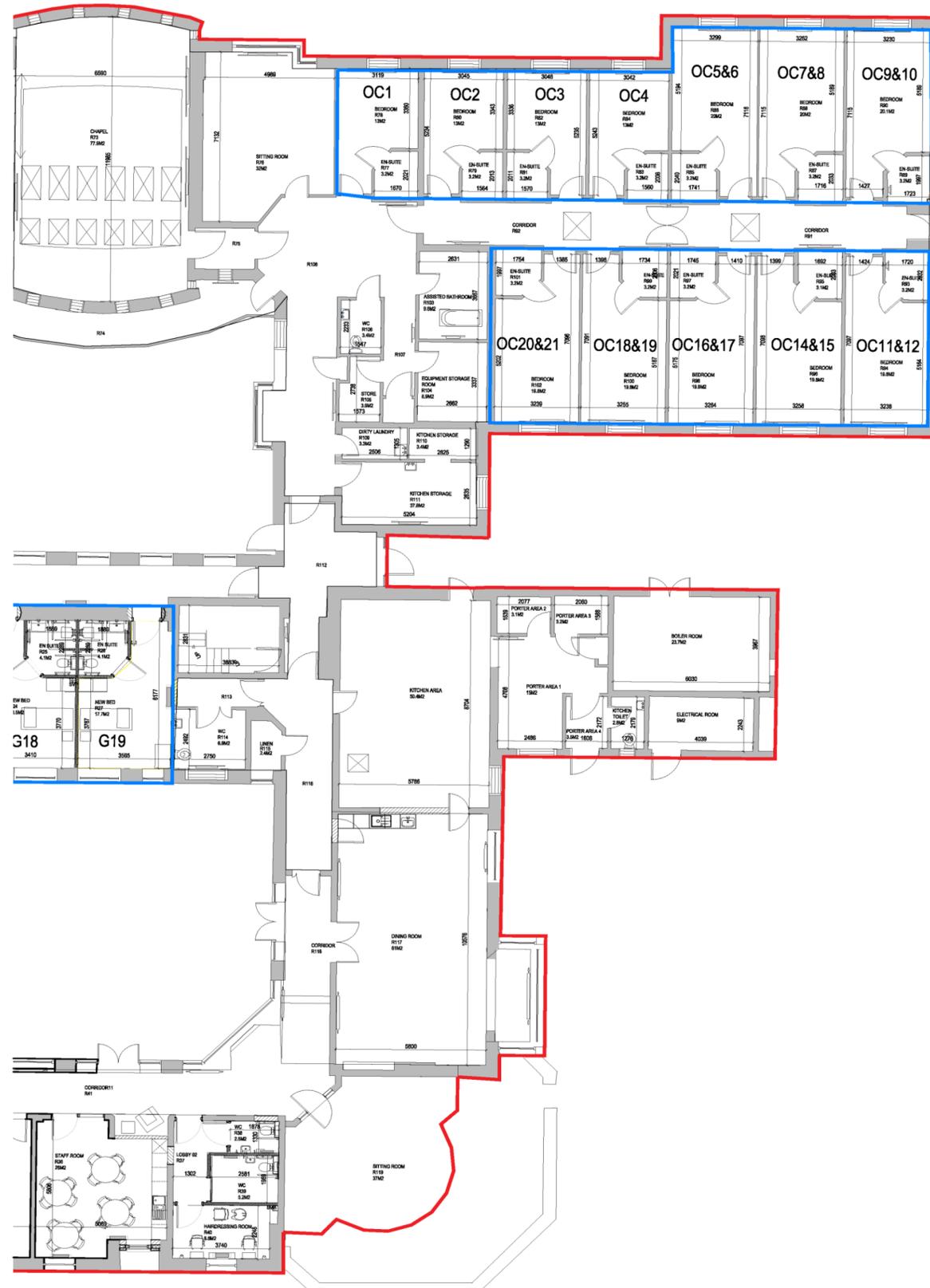
DRAWING NUMBER  
**BNHC-A1-00-01-DR-OCMA-A-2001**

CENTRE ID: OSV000115  
 BEECHLAWN NURSING HOME  
 Scale 1 : 100

PLAN CONTINUED ON BNHC-A1-00-01-DR-OCMA-A-2001

CENTRE ID: OSV000115  
BEECHLAWN NURSING HOME

GROUND FLOOR PLAN - PART B  
Scale 1:100



GENERAL NOTES: © O'CONNELL MAHON ARCHITECTS

- DO NOT SCALE. USE FIGURED DIMENSIONS ONLY.
- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL RELEVANT SPECIFICATIONS AND DRAWINGS.
- ALL DIMENSIONS TO BE CHECKED ON SITE.
- IN THE EVENT OF ANY DISCREPANCIES BETWEEN DRAWINGS, THE CONTRACTOR IS TO INFORM THE ARCHITECT IMMEDIATELY.

REV	DATE	DESCRIPTION	BY
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**O'CONNELL MAHON ARCHITECTS I**  
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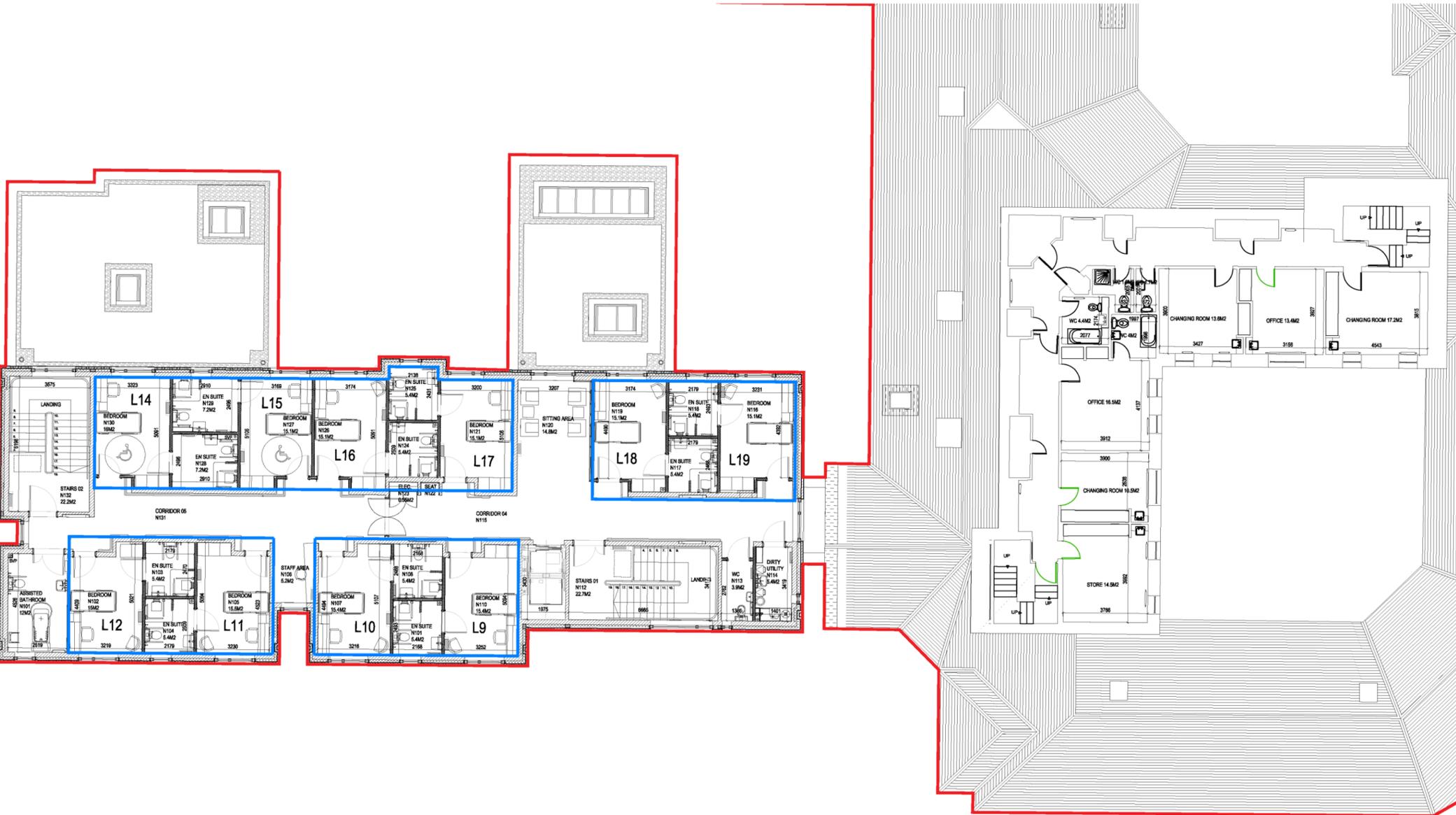
DRAWING TITLE  
**GROUND FLOOR PLAN - PART B**

DEFINITION

DISCIPLINE	DRAWN BY	CHECK BY
ARCHITECTURE	DW	CW

PROJECT NUMBER	SCALE @ A1	STATUS - REVISION
3863	1:100	

DRAWING NUMBER  
**BNHC-A1-00-02-DR-OCMA-A-2002**



CENTRE ID: OSV000115  
BEECHLAW NURSING HOME

FIRST FLOOR PLAN  
Scale 1 : 100

GENERAL NOTES: © O'CONNELL MAHON ARCHITECTS

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Legend:

- All overnight accommodation (bedrooms) are outlined in blue
- All parts of the designated centre outlined in red

REV	DATE	DESCRIPTION	BY
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PROJECT  
**BEECHLAW NURSING HOME & CONVENT**

DRAWING TITLE  
**FIRST FLOOR PLAN**

DEFINITION

DISCIPLINE	DRAWN BY	CHECK BY
ARCHITECTURE	DW	CW

PROJECT NUMBER	SCALE @ A1	STATUS - REVISION
3863	1:100	

DRAWING NUMBER  
**BNHC-A1-01-00-DR-OCMA-A-3001**