Summerset Care Limited - Summerset by the Ranges

Introduction

This report records the results of a Certification Audit of a provider of aged residential care services against the Ngā paerewa Health and disability services standard (NZS8134:2021).

The audit has been conducted by BSI Group New Zealand Ltd, an auditing agency designated under section 32 of the Health and Disability Services (Safety) Act 2001, for submission to Manatū Hauora (the Ministry of Health).

The abbreviations used in this report are the same as those specified in section 0.4 of the Ngā paerewa Health and disability services standard (NZS8134:2021).

You can view a full copy of the standard on the Manatū Hauora website by clicking here.

The specifics of this audit included:

Legal entity: Summerset Care Limited

Premises audited: Summerset by the Ranges

Services audited: Hospital services - Medical services; Hospital services - Geriatric services (excl. psychogeriatric); Rest

home care (excluding dementia care); Dementia care

Dates of audit: Start date: 29 February 2024 End date: 1 March 2024

Proposed changes to current services (if any): The service requests the removal of Hospital services - Medical services; Hospital services - Geriatric services (excl. psychogeriatric) and Rest home care (excluding dementia care), to their certificate. The service was verified as suitable to provide dementia care only services at this audit.

Total beds occupied across all premises included in the audit on the first day of the audit: 18

Executive summary of the audit

Introduction

This section contains a summary of the auditors' findings for this audit. The information is grouped into the six sections contained within the Ngā paerewa Health and disability services standard:

- ō tātou motika | our rights
- hunga mahi me te hanganga | workforce and structure
- ngā huarahi ki te oranga | pathways to wellbeing
- te aro ki te tangata me te taiao haumaru | person-centred and safe environment
- te kaupare pokenga me te kaitiakitanga patu huakita | infection prevention and antimicrobial stewardship
- here taratahi restraint and seclusion.

As well as auditors' written summary, indicators are included that highlight the provider's attainment against the subsection in each of the sections. The following table provides a key to how the indicators are arrived at.

Key to the indicators

Indicator	Description	Definition
	Includes commendable elements above the required levels of performance	All subsections applicable to this service are fully attained with some subsections exceeded
	No short falls	Subsections applicable to this service are fully attained
	Some minor shortfalls but no major deficiencies and required levels of performance seem achievable without extensive extra activity	Some subsections applicable to this service are partially attained and of low risk

Indicator	Description	Definition
	A number of shortfalls that require specific action to address	Some subsections applicable to this service are partially attained and of medium or high risk and/or unattained and of low risk
	Major shortfalls, significant action is needed to achieve the required levels of performance	Some subsections applicable to this service are unattained and of moderate or high risk

General overview of the audit

Summerset by the Ranges is part of the Summerset Group of retirement villages and aged care facilities. Summerset by the Ranges is certified to provide hospital (geriatric and medical), rest home and dementia level of care for up to 51 residents. The main care centre (rest home and hospital) remains closed following a fire on 23 April 2022, with only the memory care (dementia) unit remaining open. There were 18 residents on the day of audit. Summerset Group is an experienced aged care provider and there are procedures and responsibilities for the safe management of residents at all levels of care.

This certification audit was conducted against the Ngā Paerewa Health and Disability Services Standard 2021 and the contracts with Te Whatu Ora Health New Zealand- Te Pae Hauora o Ruahine o Tararua Midcentral. The audit process included the review of policies and procedures, residents and staff files, observations, and interviews with family/whānau, management, staff, and a general practitioner.

The village manager is appropriately qualified and experienced. They are supported by the clinical manager, who has been in the role since 2022. The management team is supported by the regional quality manager and group operations manager. The family/whānau interviewed spoke positively about the care and support provided.

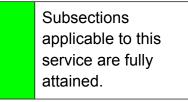
There are quality systems and processes in place. An orientation and in-service training programme is in place to provide staff with appropriate knowledge and skills to deliver clinical and culturally safe care.

This certification audit identified a shortfall relating to care planning.

The service has been awarded continuous improvement ratings related to the implementation of quality initiatives and activities.

Ō tātou motika | Our rights

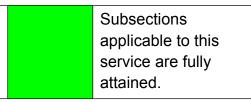
Includes 10 subsections that support an outcome where people receive safe services of an appropriate standard that comply with consumer rights legislation. Services are provided in a manner that is respectful of people's rights, facilitates informed choice, minimises harm, and upholds cultural and individual values and beliefs.



Summerset by the Ranges provides an environment that supports resident rights and safe care. Staff demonstrate an understanding of residents' rights and obligations. A Māori health plan is documented for the service. The service works collaboratively to embrace, support, and encourage a Māori worldview of health and provide high-quality and effective services for residents. This service supports culturally safe care delivery to Pacific peoples. Residents receive services in a manner that considers their dignity, privacy, and independence. Staff provide services and support to people in a way that is inclusive and respects their identity and their experiences. The staff and management listen and respect the opinions of the residents, family/whānau and there is evidence that residents and family/whānau are kept informed. The rights of the residents and family/whānau to make a complaint is understood, respected, and upheld by the service. Complaints processes are implemented, and complaints and concerns are actively managed and documented.

Hunga mahi me te hanganga | Workforce and structure

Includes five subsections that support an outcome where people receive quality services through effective governance and a supported workforce.



Summerset Group has a well-established organisational structure. Services are planned, coordinated, and are appropriate to the needs of the residents. The business plan informs the site-specific operational objectives which are reviewed on a regular basis. Summerset by the Ranges has a quality and risk management system in place. Quality and risk performance is reported across various meetings and to the organisation's management team. Summerset by the Ranges collates clinical indicator data and benchmarking occurs. There are human resources policies including recruitment, selection, orientation and staff training and development. The service has an orientation programme in place that provides new staff with relevant information for safe work practice. There is an in-service education/training programme covering relevant aspects of care and support and external training is supported. Competencies are maintained. Health and safety systems are in place for hazard reporting and management of staff wellbeing. The staffing policy aligns with contractual requirements and included skill mixes. Families/whānau reported that staffing levels are adequate to meet the needs of the residents. The service ensures the collection, storage, and use of personal and health information of residents and staff is secure, accessible, and confidential.

Ngā huarahi ki te oranga | Pathways to wellbeing

Includes eight subsections that support an outcome where people participate in the development of their pathway to wellbeing, and receive timely assessment, followed by services that are planned, coordinated, and delivered in a manner that is tailored to their needs.

Some subsections applicable to this service are partially attained and of low risk.

The admission package is in place and available prior to or on entry to the service. Registered nurses are responsible for each stage of service provision and assess, plan and review residents' needs, outcomes, and goals with the resident and/or family/whānau input. Care plans reviewed demonstrated service integration and were evaluated at least six-monthly. Resident files included medical notes by the general practitioner and visiting allied health professionals.

Medication policies reflect legislative requirements and guidelines. Registered nurses, and caregivers are responsible for administration of medicines. Annual medication competencies and education are completed. The electronic medicine charts reviewed met prescribing requirements and were reviewed at least three-monthly by the general practitioner.

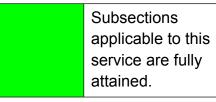
Recreational therapists provide and implement an interesting and varied activity programme. Programmes include outings, entertainment and meaningful activities that meet the individual recreational preferences. Te ao Māori is facilitated through all activities.

Residents' food preferences, cultural needs and dietary requirements are identified at admission and all meals are cooked on site. Food, fluid, and nutritional needs of residents are provided in line with recognised nutritional guidelines and additional requirements/modified needs were being met. The service has a current food control plan. Nutritional snacks are available 24/7.

Discharges or transfers is managed in a coordinated manner.

Te aro ki te tangata me te taiao haumaru | Person-centred and safe environment

Includes two subsections that support an outcome where Health and disability services are provided in a safe environment appropriate to the age and needs of the people receiving services that facilitates independence and meets the needs of people with disabilities.



The building has a current warrant of fitness displayed. There is a planned and reactive maintenance programme in place. Hot water temperatures are checked regularly. There is a call bell system that is appropriate for the residents to use. The dementia (memory care) unit is secure, with a secure outdoor area. Residents can freely mobilise within the communal areas, with safe access to the outdoors, seating, and shade. Rooms are personalised with ample light and adequate heating. Documented systems are in place for essential, civil defence, emergency, and security services. Staff have planned and implemented strategies for emergency management including Covid-19. There is always a staff member on duty with a current first aid certificate. There are appropriate emergency equipment and supplies available. A fire drill is conducted six-monthly. Staff and family/whānau understood emergency and security arrangements. Families/whānau reported a timely staff response to call bells. Security is maintained.

Te kaupare pokenga me te kaitiakitanga patu huakita | Infection prevention and antimicrobial stewardship

Includes five subsections that support an outcome where Health and disability service providers' infection prevention (IP) and antimicrobial stewardship (AMS) strategies define a clear vision and purpose, with quality of care, welfare, and safety at the centre. The IP and AMS programmes are up to date and informed by evidence and are an expression of a strategy that seeks to maximise quality of care and minimise infection risk and adverse effects from antibiotic use, such as antimicrobial resistance.

Subsections applicable to this service are fully attained.

Infection prevention management systems are in place to minimise the risk of infection to residents, service providers and visitors. The infection control programme is implemented and meets the needs of the organisation and provides information and resources to inform the service providers. Infection control education is provided to all staff and documentation evidenced this was part of staff orientation and as part of the ongoing in-service education programme. Infection control practices support tikanga guidelines.

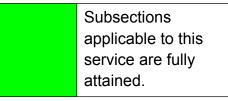
The type of surveillance undertaken is appropriate to the size and complexity of the organisation. Standardised definitions are used for the identification and classification of infection events. Results of surveillance are acted upon, evaluated, and reported to relevant personnel in a timely manner. Benchmarking occurs with other Summerset Group facilities. Antimicrobial usage is monitored and reported on.

A robust pandemic and outbreak management plan is in place, including a Covid-19 response procedure. The internal audit system monitors for a safe environment. There have been no outbreaks since the last audit.

Documented processes are in place for the management of waste and hazardous substances in place. Chemicals are stored safely throughout the facility. Policies and procedures for the cleaning and laundry services are in place and implemented, with appropriate monitoring systems in place to evaluate the effectiveness of these services.

Here taratahi | Restraint and seclusion

Includes four subsections that support outcomes where Services shall aim for a restraint and seclusion free environment, in which people's dignity and mana are maintained.



Restraint policies and procedures are in place. Summerset's governing body has a national strategic goal to eliminate restraint. Summerset by the Ranges reflects this with zero restraint and follows the restraint policy, which includes objectives for eliminating restraint. Restraint is overseen by the restraint coordinator, who is a registered nurse. Restraint would only be used as a last resort when all other options had been explored. Training in relation to maintaining a restraint-free environment occur for all staff as planned.

Summary of attainment

The following table summarises the number of subsections and criteria audited and the ratings they were awarded.

Attainment Rating	Continuous Improvement (CI)	Fully Attained (FA)	Partially Attained Negligible Risk (PA Negligible)	Partially Attained Low Risk (PA Low)	Partially Attained Moderate Risk (PA Moderate)	Partially Attained High Risk (PA High)	Partially Attained Critical Risk (PA Critical)
Subsection	0	26	0	1	0	0	0
Criteria	2	164	0	1	0	0	0

Attainment Rating	Unattained Negligible Risk (UA Negligible)	Unattained Low Risk (UA Low)	Unattained Moderate Risk (UA Moderate)	Unattained High Risk (UA High)	Unattained Critical Risk (UA Critical)
Subsection	0	0	0	0	0
Criteria	0	0	0	0	0

Attainment against the Ngā paerewa Health and disability services standard

The following table contains the results of all the subsections assessed by the auditors at this audit. Depending on the services they provide, not all subsections are relevant to all providers and not all subsections are assessed at every audit.

For more information on the standard, please click <u>here</u>.

For more information on the different types of audits and what they cover please click here.

Subsection with desired outcome	Attainment Rating	Audit Evidence
Subsection 1.1: Pae ora healthy futures Te Tiriti: Māori flourish and thrive in an environment that enables good health and wellbeing. As service providers: We work collaboratively to embrace, support, and encourage a Māori worldview of health and provide high-quality, equitable, and effective services for Māori framed by Te Tiriti o Waitangi.	FA	A Māori health plan is documented for the service. This policy acknowledges Te Tiriti o Waitangi as a founding document for New Zealand. At the time of the audit there were no residents who identified as Māori. Summerset by the Ranges is committed to respecting the self-determination, cultural values, and beliefs of Māori residents and family/whānau and is documented in the resident care plan where required. There are clear processes to include tikanga in everyday practice. Staff received training in cultural competency. The service had staff members who identified as Māori. Summerset by the Ranges evidence commitment to a culturally diverse workforce, as evidenced in the business plan, Māori health plan and equitable recruitment processes. The Summerset organisational strategic plan includes partnering with Māori, government, and other businesses to align their work with and for the benefit of Māori. Summerset by the Ranges has links with several Māori providers/iwi; Ngati Raukawa, Muaupoko Tribunal Authority, Rakawa Whānau Ora and Manawhenua Hauora. Residents and family/whānau are involved in providing input into the resident's care planning, their activities, and their dietary needs.

Subsection 1.2: Ola manuia of Pacific peoples in Aotearoa The people: Pacific peoples in Aotearoa are entitled to live and enjoy good health and wellbeing. Te Tiriti: Pacific peoples acknowledge the mana whenua of Aotearoa as tuakana and commit to supporting them to achieve tino rangatiratanga. As service providers: We provide comprehensive and equitable health and disability services underpinned by Pacific worldviews and developed in collaboration with Pacific peoples for improved health outcomes.	FA	The Pacific Health and Wellbeing Plan 2020-2025 is the basis of the Summerset Pacific Peoples' Health policy and procedure. The aim is to uphold the principles of Pacific people by acknowledging respectful relationships, valuing families and providing high quality healthcare. On admission, all residents state their ethnicity. There were no residents that identified as Pasifika at the time of the audit. Pacific Peoples' Health policy and procedure objective states Summerset's commitment to supporting Pacific residents and their families/whānau. Summerset by the Ranges has links with the Ministry of Pacific Peoples to ensure connectivity within the region. At the time of the audit, there were staff who identified as Pasifika
		and there is a Pacific staff member who assists with providing cultural support and guidance for staff. Interviews with 12 staff (four caregivers, two registered nurses (RN), three diversional therapists, one housekeeper, one chef manager and one property manager), four managers (one village manager, one regional quality manager, one clinical manager and one head of diversional therapists) and documentation reviewed identified that the service provides person centred care.
Subsection 1.3: My rights during service delivery The People: My rights have meaningful effect through the actions and behaviours of others. Te Tiriti:Service providers recognise Māori mana motuhake (self-determination). As service providers: We provide services and support to people in a way that upholds their rights and complies with legal requirements.	FA	Details relating to the Health and Disability Commissioners (HDC) Code of Health and Disability Consumers' Rights (the Code) are included in the information that is provided to new residents and their family/whānau. The clinical manager discusses aspects of the Code with residents and their family/whānau on admission. The Code is displayed in multiple locations in English and te reo Māori. Discussions relating to the Code are held during the quarterly resident and family/whānau meetings. Interactions observed between staff and residents during the audit were respectful.
		Advocacy Service and the resident advocacy is available at the entrance to the facility and in the entry pack of information provided to residents and their family/whānau. There are links to spiritual support documented in the policy. The service recognises Māori mana motuhake and this is reflected in the Māori health care plan

		that is in place. Staff receive education in relation to the Code at orientation and through the annual education and training programme, which includes understanding the role of advocacy services. Advocacy services are linked to the complaints process. Five family/whānau interviewed reported that the service is upholding the residents' rights. Interactions observed between staff and residents during the audit were respectful.
Subsection 1.4: I am treated with respect The People: I can be who I am when I am treated with dignity and respect. Te Tiriti: Service providers commit to Māori mana motuhake. As service providers: We provide services and support to people in a way that is inclusive and respects their identity and their experiences.	FA	The caregivers interviewed described how they support residents to choose what they want to do. Residents are supported to make decisions about whether they would like family/whānau members to be involved in their care or other forms of support. Residents have control over and choice over activities they participate in. Summerset by the Range's annual training plan demonstrates training that is responsive to the diverse needs of people across the service. The service promotes care that is holistic and collective in nature through educating staff about te ao Māori and listening to tāngata whaikaha when planning or changing services. It was observed that residents are treated with dignity and respect. Annual satisfaction survey results and interviews with family/whānau confirmed that residents are treated with respect. A sexuality and intimacy policy is in place, with training as part of the education schedule. Staff interviewed stated they respect each resident's right to have space for intimate relationships. The care plans had documented interventions for staff to follow to support and respect their time together. There were no married couples at the time of the audit. Staff were observed to use person-centred and respectful language with residents. Family/whānau interviewed were positive about the service in relation to their values and beliefs being considered and met. Privacy is ensured and independence is encouraged. Residents' files and care plans identified resident's preferred names. Values and beliefs information is gathered on admission with family/whānau involvement and is integrated into the residents' care plans.
		Spiritual needs are identified, church services are held, and spiritual support is available. A spirituality and counselling policy is in place.

Te reo Māori is celebrated and opportunities are created for residents and staff to participate in te ao Māori. It was observed that te reo Māori is actively promoted in the workplace. Cultural awareness training has been provided and covers Te Tiriti o Waitangi, tikanga Māori, equitable healthcare, and cultural competency. The diversional therapists confirmed that if/when any Māori residents are admitted, the service would actively support Māori by identifying needs and aspirations through a cultural assessment process. An abuse, neglect and prevention policy is being implemented. Subsection 1.5: I am protected from abuse FΑ Summerset by the Range's policies prevent any form of The People: I feel safe and protected from abuse. discrimination and acknowledge impact of institutional racism on Te Tiriti: Service providers provide culturally and clinically safe Māori wellbeing. Cultural days are held to celebrate diversity. This services for Māori, so they feel safe and are protected from abuse. management of misconduct policy addresses the elimination of As service providers: We ensure the people using our services are discrimination, harassment, and bullying. All staff are held safe and protected from abuse. responsible for creating a positive, inclusive and a safe working environment. Cultural diversity is acknowledged, and staff are educated on systemic racism, healthcare bias and the understanding of injustices through policy, cultural training, available resources, and the code of conduct. Staff complete education during orientation and annually as per the training plan on code of conduct, code of ethics, workplace bullying, harassment and discrimination, whistle blowing policy and professional boundaries. Staff interviewed understand the concept of institutional racism and received cultural awareness training to identify and recognise bias. Family/whānau interviewed confirmed that the staff are caring, supportive, and respectful. Police checks are completed as part of the pre-employment process. The service implements a process to manage residents' finances. Professional boundaries are defined in job descriptions. Interviews with RNs and caregivers confirmed their understanding of professional boundaries, including the boundaries of their role and responsibilities. Meeting minutes and staff survey results evidence a supportive working environment that promotes teamwork. Summerset promotes a holistic Te Whare Tapa Whā model of health, which encompasses an individualised, strength-

Subsection 1.6: Effective communication occurs The people: I feel listened to and that what I say is valued, and I feel that all information exchanged contributes to enhancing my wellbeing. Te Tiriti: Services are easy to access and navigate and give clear and relevant health messages to Māori. As service providers: We listen and respect the voices of the people who use our services and effectively communicate with them about their choices.	admission. Policies and procedures relating to accident/incidents, complaints, and open disclosure policy alert staff to their responsibility to notify family/whānau of any accident/incident that occurs. During the audit, it was evident that the service has effective communication channels with residents and family/whānau in place. All staff have completed effective communication training. Electronic accident/incident forms have a section to indicate if next of kin have been informed (or not) of an accident/incident; communication is also documented in the progress notes. Resident files reviewed
	identified family/whānau are kept informed of any changes; this was confirmed through the interviews with family/whānau. An interpreter policy and contact details of interpreters is available. Interpreter services are used where indicated. At the time of the audit, there were no residents who did not speak English.
	Non-subsidised residents are advised in writing of their eligibility and the process to become a subsidised resident should they wish to do so. Family/whānau are informed prior to entry of the scope of services and any items that are not covered by the agreement. The service communicates with other agencies that are involved with the resident, such as Health New Zealand – Te Pae Hauora o Ruahine o Tararua MidCentral specialist services. The delivery of care includes a multidisciplinary team approach. Residents and family/whānau provide consent to services. The clinical manager described an implemented process around providing residents with time for discussion around care, time to consider decisions, and opportunity for further discussion, if required. Family/whānau interviewed confirm they know what is happening within the facility through emails, regular newsletters and family/whānau meetings.
Subsection 1.7: I am informed and able to make choices The people: I know I will be asked for my views. My choices will be	There are organisational policies around informed consent that align with the Code of Rights. General consent forms were signed appropriately by the activated enduring power of attorney (EPOA).

respected when making decisions about my wellbeing. If my choices cannot be upheld, I will be provided with information that supports me to understand why.

Te Tiriti: High-quality services are provided that are easy to access and navigate. Providers give clear and relevant messages so that individuals and whānau can effectively manage their own health, keep well, and live well.

As service providers: We provide people using our services or their legal representatives with the information necessary to make informed decisions in accordance with their rights and their ability to exercise independence, choice, and control.

Separate consent forms for Covid - 19 and flu vaccinations were also on file, where appropriate.

The organisational advance directive policy has been implemented. There are advance care plans clearly documented to assist in planning the resident's ceiling of care and wishes. In the files reviewed, there were appropriately signed resuscitation plans and advance directives in place. Enduring power of attorneys were appropriately activated, and all associated documentation was evident in resident files.

The service follows relevant best practice tikanga guidelines, welcoming the involvement of whānau in decision making, where the person receiving services wants them to be involved. Discussions with family/whānau confirmed that they are involved in the decision-making process and in the planning of resident's care.

Subsection 1.8: I have the right to complain

The people: I feel it is easy to make a complaint. When I complain I am taken seriously and receive a timely response.

Te Tiriti: Māori and whānau are at the centre of the health and disability system, as active partners in improving the system and their care and support.

As service providers: We have a fair, transparent, and equitable system in place to easily receive and resolve or escalate complaints in a manner that leads to quality improvement.

FΑ

There is a documented concerns and complaints procedure policy. The complaints procedure is provided to residents and family/whānau on entry to the service. The village manager maintains a record of all complaints, both verbal and written, by using an electronic complaint register. Documentation, including follow-up letters and resolution, demonstrates that complaints are being managed in accordance with guidelines set by the Health and Disability Commissioner (HDC). There has been one complaint made since the last audit in August 2022 and no complaints have been received in 2023 and 2024 year to date. The complaint reviewed included acknowledgement, investigation, follow up, and replies to the complainant. Matatu Hauora (Ministry of Health) requested follow up against aspects of a HDC complaint made in May 2022 (before the last audit) relating to communication occurs and ongoing palliative care training. The complaint was fully investigated by the service and the complaint was closed off, as sighted in the HDC letter dated 30 May 2023. There were no identified issues in respect of this complaint.

Staff are informed of any complaints in the quality improvement and staff meetings (meeting minutes sighted). Discussions with

family/whānau confirmed they were provided with information on complaints and complaints forms are available at the entrance to the facility. Family/whānau have a variety of avenues they can choose from to make a complaint or express a concern. Family/whānau meetings are held where concerns can be raised. Family/whānau making a complaint can involve an independent support person in the process if they choose. Information about the support resources for Māori is available to staff to assist Māori in the complaints process. Interpreters contact details are available. The village manager acknowledged their understanding that Māori prefer face-to-face communication in the complaints process. Subsection 2.1: Governance FΑ Summerset by the Ranges is certified to provide dementia level care for up to 20 residents. The main care centre (rest home and The people: I trust the people governing the service to have the hospital) was closed following a fire on 23 April 2022 and is due to knowledge, integrity, and ability to empower the communities they be rebuilt in the next year. At the time of the audit there was a 20serve. bed dementia unit which had 18 dementia residents, including one Te Tiriti: Honouring Te Tiriti, Māori participate in governance in resident on respite care. The remaining residents were on the aged partnership, experiencing meaningful inclusion on all governance related residential care (ARCC) contract. bodies and having substantive input into organisational operational policies. The service requested at the time of the audit for the removal of As service providers: Our governance body is accountable for Hospital Services - Medical services; Hospital services - Geriatric delivering a highquality service that is responsive, inclusive, and services (excl. psychogeriatric) and Rest home care (excluding sensitive to the cultural diversity of communities we serve. dementia care) to their certificate. The service was verified at this audit as suitable to provide dementia level care only, for up to 20 residents. Summerset Group has a well-established organisational structure. The governance body for Summerset is the National Clinical Review Group that is run monthly and chaired by the head of clinical services. Members of the committee include the regional quality managers, clinical improvement manager, dementia specialists, clinical pharmacist, programme lead - diversional therapy and the clinical learning and development manager. The summerset governing body have access to cultural support through a village manager where required. Each of the summerset facilities throughout New Zealand is supported by this structure. The head of clinical services (chair of the group) reports to the general manager

of operations. The head of clinical services works with the general manager of operations and Summersets CEO to ensure the necessary resources, systems and processes are in place that support effective governance. These include operations, care/service standards and outcomes, mitigation of risks, and a focus on continuous quality improvement.

Members of the national clinical review group (governing body) have completed training provided in Summerset's learning platform iLearn on Te Tiriti o Waitangi, health equity, and cultural safety. Terms of reference operate for the national clinical review group. Orientation and training are not specifically provided for the role on the committee, as all members on the committee hold senior roles in Summerset. All members have the required skills to support effective governance over operational, clinical services, and quality of resident care. If individuals require support to develop their skills, there is financial support to attend courses or training as required and the people and culture team can provide internal support. There is a quality and risk management programme and a strategic plan documented based on the service's vision and mission. The organisation philosophy and strategic plan reflect a resident and family/whānau centred approach to all services.

The strategic plan reflects a leadership commitment to collaborate with Māori, aligns with the Ministry of Health strategies, and addresses barriers to equitable service delivery. Tangata whaikaha provide feedback around all aspects of the service through annual satisfaction surveys and resident meetings. Feedback is collated, reviewed, and used by the Summerset management team to identify barriers to care to improve outcomes for all residents. Cultural safety is embedded within the business and quality plan and staff training. The bi-monthly general manager of operations report is discussed at the National Clinical Review Meeting. The report is also submitted to the CEO. The report provides organisational clinical oversight and includes a range of information on summary of operational risks and gains; high level complaints; combined financial performance summary for operations; care and food services; safe staffing benchmarking for caregivers and RNs; clinical indicators; summary of external and internal certification and surveillance audits; and summary of 'category A' events (high risk

		events). Staff engagement surveys are a regular event at Summerset; groups of questions can be general or targeted, such as recent focus on health and safety, and culture. Questions for clinical staff on their views on the standard of care for residents, as an example; this information is used to inform business plans and service developments. The quality programme includes regular (weekly and monthly) site specific clinical, quality and compliance and risk reports that is
		completed by the village manager and clinical manager and are available to the senior team. These outcomes and corrective actions are discussed at several meetings. The 2023 business plan for Summerset by the Ranges describes specific and measurable goals that are reviewed quarterly (the 2024 business plan was in draft at the time of the audit). Site specific goals relate to high quality care, financial performance, resident satisfaction, dementia friendly actions, sustainability, and social responsibility. Quality goals for 2023 include reducing the incidence of urinary tract infections, skin/soft tissue/wound, cellulitis infections, and falls reduction.
		The village manager (RN) has been in the role for four years and has worked at Summerset by the Ranges for 10 years. The village manager is supported by a clinical manager, who has been in the role for one and a half years and worked at Summerset for nine years. The management team is supported by a regional quality manager (present at the time of the audit) and general manager of operations.
		The village manager and clinical manager has completed the required training hours related to the management of a care facility.
Subsection 2.2: Quality and risk The people: I trust there are systems in place that keep me safe, are responsive, and are focused on improving my experience and outcomes of care.	FA	Summerset by the Ranges is implementing the organisational quality and risk management programme. The quality and risk management systems include performance monitoring through internal audits and through the collection of clinical indicator data. Monthly quality improvement, RN/clinical and staff meetings provide

Te Tiriti: Service providers allocate appropriate resources to specifically address continuous quality improvement with a focus on achieving Māori health equity.

As service providers: We have effective and organisation-wide governance systems in place relating to continuous quality improvement that take a risk-based approach, and these systems meet the needs of people using the services and our health care and support workers.

an avenue for discussions in relation to (but not limited to): quality goals (key priorities); quality data; health and safety; infection control/pandemic strategies; complaints received (if any); cultural compliance; staffing; and education. Internal audits, meetings, and collation of data were documented as taking place, with corrective actions documented where indicated to address service improvements, with evidence of progress and sign off when achieved. Quality data and trends in data are posted on a quality noticeboard in staff areas. Corrective actions are discussed at quality improvement meetings to ensure any outstanding matters are addressed with sign-off when completed. The service benchmarks against other Summerset facilities and results are closely aligned with benchmark averages. A continuous improvement rating is awarded to the facility for their implementation plan of reducing the incidence of cellulitis, soft skin tissue and wound infections.

There are procedures to guide staff in managing clinical and nonclinical emergencies. Policies and procedures and associated implementation systems provide a good level of assurance that the facility is meeting accepted good practice and adhering to relevant standards. A document control system is in place. Staff are informed of policy changes through meetings and notices. The Summerset Group has a comprehensive suite of policies and procedures, which guide staff in the provision of care and services. A resident and family/whānau satisfaction survey was completed in July and October 2023. Both surveys evidence overall satisfaction on the areas surveyed. Corrective actions have been implemented to manage individual comments made in the surveys. Survey results are communicated to family/whānau in the quarterly meeting. A continuous improvement rating is awarded to the facility for their implementation of a new pain assessment tool and the implementation of a medication optimisation project.

A health and safety system is in place. Health and safety is managed by the Operations Health and Safety Committee which reports to the National Health and Safety Committee for Summerset. There are representatives from each department that meet monthly. Hazard identification forms are completed electronically, and an up-to-date hazard register was reviewed.

		Health and safety policies are implemented and monitored by the health and safety committee. There are monthly meetings with the national health and safety manager. Staff are provided with learning opportunities and reading material related to the theme. Staff incident, hazards and risk information is collated at facility level, reported to national level and a consolidated report and analysis of all facilities are then provided to the governance body. The noticeboards in the staffrooms keep staff informed on health and safety issues and each month has a health and safety focus theme. In the event of a staff accident or incident, a debrief process is documented on the accident/incident form. Electronic reports are completed for each incident/accident, a severity risk rating is given, and actions are documented with any follow-up action(s) required, evidenced in the 12 accident/incident forms reviewed. Results are discussed in the quality improvement and staff meetings and at handover. A notification and escalation matrix are available to staff. The system escalates all alerts to the village manager and clinical manager and further alerts senior team members depending on the risk level. Incident and accident data is collated monthly and analysed. A summary is provided against each clinical indicator. Regular policy review, and internal and external benchmarking of quality data occur to provide a critical analysis to practice and improve health equity. Staff completed cultural competency and training to ensure a high-quality service and culturally safe service is provided for Māori. Discussions with the village manager and clinical manager evidenced awareness of their requirement to notify relevant authorities in relation to essential notifications. There have been no Section 31 notifications completed and no outbreaks reported since the last audit in August 2022.
Subsection 2.3: Service management The people: Skilled, caring health care and support workers listen to me, provide personalised care, and treat me as a whole person. Te Tiriti: The delivery of high-quality health care that is culturally	FA	There is staffing policy and procedure that describes rostering and staffing rationale in an event of acuity change and outbreak management. The village manager interviewed confirmed staff needs and shortages are reported to the national senior team. The village manager and clinical manager work full time from Monday to

responsive to the needs and aspirations of Māori is achieved through the use of health equity and quality improvement tools. As service providers: We ensure our day-to-day operation is managed to deliver effective person-centred and whānau-centred services.

Friday. The dementia unit is overseen by the clinical manager, who is supported by an RN on the afternoon and night. The roster reviewed evidenced RN cover 24/7. The clinical manager is on call 24/7 for any clinical issues. The village manager is on call 24/7 for any operational queries.

The number of caregivers on each shift is sufficient for the acuity and to provide safe and timely resident care on all shifts. There are separate staff dedicated to recreation, cleaning, and laundry for seven days a week. Grounds and maintenance staff are rostered over five days. Staff are informed when there are changes to staffing levels, evidenced in staff interviews. There is a staff member with a first aid certificate on each shift. Family/whānau interviewed stated that there is sufficient care staff on duty at all times.

There is an annual education and training schedule being implemented. The education and training schedule lists compulsory training, which includes cultural awareness training. Staff complete electronic cultural awareness training at orientation and annually. External training opportunities for care staff include training through Health New Zealand - Te Pae Hauora o Ruahine o Tararua MidCentral. Learning content provides staff with up-to-date information on Māori health outcomes and disparities, and health equity. Staff confirmed that they were provided with resources during their cultural training and through the Summerset Library. All staff completed guidelines for care of a deceased resident (included palliative and end of life care) training in November 2022. Care staff also attended palliative and end of life care training with Arohanui Hospice in July 2023. The service supports and encourages employees to transition through the New Zealand Qualification Authority (NZQA) Careerforce Certificate for Health and Wellbeing. There are sixteen staff who are employed in the dementia unit. Fifteen have completed the required dementia standards, one is enrolled and in progress of completing their dementia standards within the required 18-month timeframe.

There is a national learning and development team that support staff with online training resources. A professional development policy is being implemented. All staff are required to complete

competency assessments as part of their orientation. Registered nurses' complete specific competencies and include subcutaneous fluids, syringe driver and interRAI assessment competency. Six of eight RNs are interRAI trained. All RNs are encouraged to attend inservice training and complete additional training, including critical thinking; infection prevention and control, including Covid-19 preparedness; identifying and assessing the unwell resident; and dementia, delirium, and depression. All caregivers are required to complete annual competencies, including (but not limited to) restraint, moving and handling, hand hygiene, and personal protective equipment (PPE) donning and doffing. A selection of caregivers completed medication administration competencies and second checker competencies. A record of completion is maintained on an electronic human resources system. Staff wellness is encouraged through participation in health and wellbeing activities. Signage supporting the Employee Assistance Programme (EAP) were posted and visible in staff locations. The workplace union delegates, staff and management collaborate to ensure a positive workplace culture. Subsection 2.4: Health care and support workers FΑ There are human resources policies in place, including recruitment, selection, orientation and staff training and development. The people: People providing my support have knowledge, skills, Summerset by the Ranges is supported by a People and Culture values, and attitudes that align with my needs. A diverse mix of team for recruitment processes. The staff files reviewed evidenced people in adequate numbers meet my needs. implementation of the recruitment process, employment contracts, Te Tiriti: Service providers actively recruit and retain a Māori health police checking and completed orientation. There are job workforce and invest in building and maintaining their capacity and descriptions in place for all positions that includes outcomes. capability to deliver health care that meets the needs of Māori. accountability, responsibilities, authority, and functions to be As service providers: We have sufficient health care and support achieved in each position. A register of practising certificates is workers who are skilled and qualified to provide clinically and maintained for all health professionals. culturally safe, respectful, quality care and services. The appraisal policy is implemented. All staff performance appraisals were completed as per the annual appraisal schedule. The service has a role-specific orientation programme in place that provides new staff with relevant information for safe work practice and includes buddying when first employed. Competencies are completed at orientation. The service demonstrates that the

		orientation programme supports RNs and caregivers to provide a culturally safe environment for Māori. Information held about staff is kept secure, and confidential. Ethnicity data is identified, and the service maintains an employee ethnicity database.
Subsection 2.5: Information The people: Service providers manage my information sensitively and in accordance with my wishes. Te Tiriti: Service providers collect, store, and use quality ethnicity data in order to achieve Māori health equity. As service provider: We ensure the collection, storage, and use of personal and health information of people using our services is accurate, sufficient, secure, accessible, and confidential.	FA	There is a resident records policy. Resident files and the information associated with residents and staff are retained and archived. Electronic information is regularly backed-up using cloud-based technology and password protected. There is a documented Summerset business continuity plan in case of information systems failure. The resident files are appropriate to the service type and demonstrated service integration. Records are uniquely identifiable, legible, and timely. Signatures that are documented include the name and designation of the service provider. Resident's past paper-based documents are securely stored and uploaded to the system. Personal resident information is kept confidential and cannot be viewed by other residents or members of the public. The service is not responsible for National Health Index registration.
Subsection 3.1: Entry and declining entry The people: Service providers clearly communicate access, timeframes, and costs of accessing services, so that I can choose the most appropriate service provider to meet my needs. Te Tiriti: Service providers work proactively to eliminate inequities between Māori and non-Māori by ensuring fair access to quality care. As service providers: When people enter our service, we adopt a person-centred and whānau-centred approach to their care. We focus on their needs and goals and encourage input from whānau. Where we are unable to meet these needs, adequate information about the reasons for this decision is documented and communicated to the person and whānau.	FA	The residents' entry into the service is facilitated in an equitable, timely and respectful manner. Admission information packs are provided for family/whānau and residents prior to admission or on entry to the service. The five admission agreements reviewed align with all contractual requirements. A short stay admission agreement has been completed for the resident on respite. All exclusions from the service are documented in the admission agreement. Family/whānau interviewed stated they received the information pack and sufficient information prior to and on entry to the service. Policies and procedures are in place to support the admission or decline entry process. Admission criteria is based on the assessed need of the resident and the contracts under which the service operates. The village manager and clinical manager are available to answer any questions regarding the admission process. Registered nurses who were interviewed advised the service communicates openly with potential residents and family/whānau during the

admission process. Declining entry would only occur if there were no beds available or the potential resident did not meet the admission criteria. If residents are declined, the family/whānau are provided with alternative options and links to the community. Ethnicity information at the time of enquiry from individual residents is analysed for the purposes of identifying entry and decline rates. The village manager on interview, confirmed records would be kept if any potential resident was declined. Analysis is completed by support office and the results are shared with facilities. The service has a meaningful partnership and working relationships with local iwi to benefit Māori individuals and whānau. Subsection 3.2: My pathway to wellbeing PA Low Five files of residents in the memory care centre were reviewed. including one resident on respite. The registered nurses (RN) are The people: I work together with my service providers so they know responsible for all residents' assessments, care planning and what matters to me, and we can decide what best supports my evaluation of care. Initial care plans are developed with the wellbeing. enduring power of attorneys' (EPOA) within the required Te Tiriti: Service providers work in partnership with Māori and timeframes. Care plans are based on data collected during the whānau, and support their aspirations, mana motuhake, and whānau initial nursing assessments and information from pre-entry rangatiratanga. assessments completed by the Needs Assessment and Service As service providers: We work in partnership with people and Coordination or other referral agencies. whānau to support wellbeing. Initial assessments and long-term care plans were completed within the required timeframes for residents, detailing needs, and preferences. The individualised long-term care plans (LTCPs) are developed with information gathered during the initial assessments and the interRAI assessment. All LTCPs and interRAI sampled (except for respite) had been completed within three weeks of the residents' admission to the facility. All residents have behaviour assessments and plans which detail triggers and the associated risks and supports needed. However, the care plans did not always include a 24-hour reflection of close to normal routine for the resident, with detailed interventions to assist caregivers in strategies for distraction, de-escalation, and management of challenging resident behaviours. The resident on respite had appropriate risk assessments completed and the long-term care plan was holistic

and met all assessed needs.

Other documented interventions and early warning signs meet the residents' assessed needs; with interventions to provide guidance to care staff in the delivery of care. The activity assessments include a cultural assessment which gathers information about cultural needs, values, and beliefs. Information from these assessments is used to develop the resident's individual activity care plan. Short-term care plans are developed for acute/short term needs; with all ongoing needs added to the long-term care plan.

Currently there are no residents who identify as Māori; however, there is a comprehensive Māori health care plan in place which describes the support required. The registered nurses interviewed understood and were able to describe how they would remove barriers, so residents have access to information and services required to promote independence. The registered nurses and clinical manager also described working alongside family/whānau when developing care plans, so residents pae ora outcomes would be developed.

The initial medical assessment is undertaken by the general practitioner (GP) within the required timeframe following admission. Residents have ongoing reviews by the GP within required timeframes and when their health status changes. There are weekly GP visits and as required. Medical documentation and records reviewed were current. The GP interviewed stated that there was good communication with the service and that they were informed of concerns in a timely manner. The contracted GP is also available on call after hours for the facility. A physiotherapist is available as required through referral. There is access to a continence specialist as required. A podiatrist visits regularly and a dietitian, speech language therapist, hospice, psychiatrist, wound care nurse specialist and medical specialists are available as required through Health New Zealand - Te Pae Hauora o Ruahine o Tararua Midcentral.

Contact details for family/whānau are recorded on the electronic system. Family/whānau interviews and resident records evidenced that family are informed where changes in health occur, including infections, accidents/incidents, GP visits, medication changes and

any changes to health status.

An adequate supply of wound care products was available at the facility. A review of the wound care plans evidenced that most wounds were assessed in a timely manner and reviewed at appropriate intervals. Photos were taken where this was required. Where wounds required additional specialist input, this was initiated, and Health New Zealand—Te Pae Hauora o Ruahine o Tararua Midcentral was consulted. At the time of the audit there were five active wounds from four residents, with no pressure injuries.

Caregivers interviewed describe a verbal and written handover at the beginning of each shift that maintains a continuity of service delivery, as observed on the day of audit, and was found to be comprehensive in nature. Progress notes are written each shift and as necessary by caregivers and registered nurses. When there are changes in the residents' health, these are reflected in the progress notes to reflect the residents' journey. Registered nurses and clinical leads initiate a review with the GP and complete comprehensive assessments, including (but not limited to) falls risk, pressure risk and pain assessment. When there was an incident or changes in health status, the care plans were updated by the registered nurses, and they also added to the progress notes. All resident incidents were evidenced as being followed up in a timely manner by the clinical manager or the registered nurses.

Monthly observations such as weight and blood pressure were completed and are up to date. Caregivers interviewed confirmed they are familiar with the needs of all residents in the facility and that they have access to the supplies and products they require to meet those needs. The falls policy is followed with the implementation of neurological observations following falls that require them; post falls assessment and neurological observations have routinely been commenced as per policy. Analgesia was noted to have been administered post falls, as indicated by outcome of assessments and as prescribed.

Resident care is evaluated on each shift and reported at handover. Long-term care plans are formally evaluated every six months in conjunction with the interRAI re-assessments and when there is a

		change in the resident's condition. Evaluations are documented by the registered nurses. Evaluations include the degree of achievement towards meeting desired goals and outcomes. Family/ whānau interviewed confirmed resident assessments are completed according to their needs and in the privacy of their bedrooms.
Subsection 3.3: Individualised activities The people: I participate in what matters to me in a way that I like. Te Tiriti: Service providers support Māori community initiatives and activities that promote whanaungatanga. As service providers: We support the people using our services to maintain and develop their interests and participate in meaningful community and social activities, planned and unplanned, which are suitable for their age and stage and are satisfying to them.	FA	The activities programme is implemented by the activities team. There are three staff who work in this team; two diversional therapists and one recreational therapist who work between 9am and 7pm across the week. Further to this, all members of the teamwork alongside the caregivers to support all residents with their activities. The overall programme has an integrated resident and family/whānau led approach to the activities programme, that is appropriate for all residents.
		Activities programmes were displayed in large print on noticeboards around the memory care centre and residents have copies in their rooms. To assist all residents and staff to know what is on the daily programme, there is also a board advising of the day's events. The programme is specific to encourage sensory stimulation. Residents can participate in a range of activities that are appropriate to their cognitive and physical capabilities, including domestic chores like gardening, baking, and music therapy. Other activities include (but not limited to) exercises: animal therapy; intellectual games; board games; happy hour; quizzes; church services; men's group; craft; and musical entertainment. The programme allows for flexibility and resident choice of activity. For residents who choose not to participate in group activities, one on one visits from the diversional therapists, recreational therapists, and caregivers occur regularly. Outings are organised weekly and regular visits from community visitors occur. Church services including multi-denominational services are available. All interactions observed on the day of the audit evidenced engagement between residents, family/whānau, caregivers, and the recreational therapists that were engaging, respectful and supporting of the residents' needs.
		Te reo Māori is included in the daily programme, with the use of phrases and everyday words. The service ensures staff are aware

of how to support Māori residents in meeting their health needs and aspirations in the community. The service has linkage with the local library, which updates them of themed events occurring which the residents then attend. Themed days such as Matariki, Waitangi Day, and ANZAC Day are celebrated with appropriate resources available. Family/whānau participation in the programme is encouraged. The service has good connection with the local iwi with access to kaumātua through linkages as required. Residents are encouraged to maintain links to the community. A continuous improvement rating is awarded to the service in relation to activities, including increased community engagement. The residents' activities assessments are completed by the recreational therapists and include cultural assessments, and information on residents' interests and previous occupations are gathered during the interview with the resident and/or their family/whānau and documented. The assessments include a cultural assessment which gathers information about cultural needs. values, and beliefs. Information from these assessments is used to develop the resident's individual activity care plan. The residents' activity needs are reviewed six-monthly at the same time as the care plans and are part of the formal six-monthly multidisciplinary review process. The family/whānau reported satisfaction with the variety of activities provided that catered for everyone's needs. Policies and procedures are in place for safe medicine Subsection 3.4: My medication FΑ management. Staff responsible for medication administration have The people: I receive my medication and blood products in a safe all completed medication competencies and education related to and timely manner. medication management. There is one secure medication room in Te Tiriti: Service providers shall support and advocate for Māori to the memory care centre. Medication fridge and room air access appropriate medication and blood products. temperatures are checked daily, recorded, and were within the As service providers: We ensure people receive their medication and acceptable temperature range. Eye drops were dated on opening blood products in a safe and timely manner that complies with and within expiry date. current legislative requirements and safe practice guidelines. Ten electronic medication charts were reviewed and met prescribing requirements. Medication charts had photographic

		identification and allergy status notified. All medications are charted either regular doses or pro re nata (as required). The general practitioner had reviewed the medication charts three-monthly and discussion and consultation with residents takes place during these reviews and if additions or changes are made. All 'as required' medications had prescribed indications for use; with the effectiveness of 'as required' medication recorded in progress notes or the medication system. Standing orders are not in use. Staff have received training in medication management and pain management as part of their annual scheduled training programme. Over the counter medication and supplements are recorded on the medication chart. Medication policies and the Māori health plan evidence appropriate support, advice and treatment for Māori residents is incorporated into medication management. There were no residents self-administering their medications on the day of the audit. Due to the nature of the service provided currently, residents are unlikely to be administering medications without supervision. A medication audit is completed as per the audit schedule and corrective actions implemented where required.
Subsection 3.5: Nutrition to support wellbeing The people: Service providers meet my nutritional needs and consider my food preferences. Te Tiriti: Menu development respects and supports cultural beliefs, values, and protocols around food and access to traditional foods. As service providers: We ensure people's nutrition and hydration needs are met to promote and maintain their health and wellbeing.	FA	The kitchen services are overseen by the chef manager, who is supported by a weekend cook and kitchen assistants who work from 0800 to 1430 and 1030 to 1730hrs. All food services staff have completed food safety training. The six-week seasonal menu has been reviewed and meets requirements for older people. Food preferences and cultural preferences are included at resident's requests, including hangi or other cultural requests. The kitchen receives resident dietary forms and is notified of any dietary changes for residents. Dislikes and special dietary requirements are accommodated, including food allergies. Nutritious snacks are available 24/7 for the residents.
		The menu provides pureed/soft meals as well as gluten free options if required. Alternatives are available at the residents' requests or provided as needed. Specialised utensils and plates are available

as required. Residents and family/whānau interviewed confirmed likes/dislikes are accommodated, alternatives offered and that they are satisfied with the meal service and the options available.

There is a fridge in the kitchenette area with temperatures recorded daily. The electronic records reviewed demonstrate that fridge freezer temperature monitoring, including for those off site and cleaning schedules, have been completed as scheduled. Perishable foods in the kitchenette refrigerator are date labelled and stored correctly. The kitchenette and pantry were clean and had a good workflow. Personal protective equipment is readily available, and staff were observed to be wearing hats, aprons, and gloves. There is a verified food control plan expiring July 2024. Chemicals are stored safely, and safety datasheets are available.

Once cooked, the meals are put in temperature controlled hot boxes which are transported from the off-site kitchen to the memory care centre's kitchenette and served by care staff from a bain-marie to residents, according to the residents' choices. Food temperatures are recorded. Residents may choose to have their meals in their rooms. Food going to rooms on trays is covered to keep the food warm.

Family/whānau provide verbal feedback on the meals through the meetings and surveys. Resident preferences are considered with menu reviews. The chef manager stated cultural meals are provided at the request of the family/whānau and residents. Kitchen staff and caregivers interviewed had a good understanding of tikanga practices related to food services.

Residents are weighed monthly unless this has been requested more frequently due to weight loss or unintentional weight gain. Information regarding unintentional weight loss for residents is shared with the chef manager to ensure residents' requirements are being met. To assist with residents' experiencing weight loss, better life boosters, fortified smoothies and meals are provided. The kitchen staff utilise Pure Food products moulded into food shapes to assist with residents' who require dietary modifications such as pureed food. Additional calcium and protein have been added to menu items to assist in improving residents' overall wellbeing. The introduction of "Better life Boosters", which are additional food items

available daily from the kitchen for residents requiring additional snacks and fortification, have been added to the Summerset menu by the dietitian.
Discharges or transfers were coordinated in collaboration with the resident and family/whānau to ensure continuity of care. There were documented policies and procedures to ensure discharge or transfer of residents is undertaken in a timely and safe manner. The residents and their family/whānau were involved for all discharges to and from the service. Transfer notes include advance directives, medication chart, general practitioner notes, summary of the care plan, and resident's profile, including family/whānau details. When resident's return to the service, the discharge summary is uploaded to the electronic resident's file. The clinical manager and registered nurses advised comprehensive handovers occur between services.
The building holds a building warrant of fitness, expiring 22 July 2024. The environment is inclusive of peoples' cultures and supports cultural practices. The service is meeting the relevant requirements, as identified by relevant legislation, standards, and codes. The service employs a full-time property manager who is supported by a full-time maintenance assistant and a team of gardeners. Maintenance requests are documented electronically and acted upon in a timely manner. This is checked and signed off when repairs have been completed. There is a preventative maintenance plan that includes electrical checks, testing and tagging of equipment, call bell checks, calibration of medical equipment, and monthly testing of hot water temperatures. Essential contractors such as plumbers and electricians are available 24 hours a day as required. There are ample storage areas for hoists, wheelchairs, products, and other equipment. The staff interviewed stated that they have all the equipment referred to within care plans to provide care.
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dementia (memory care centre) unit. Resident rooms in the dementia unit have a 'wrap' applied so they look like the front door of a house and a shelf by the door where resident specific items can be placed to assist residents to identify their door. Family/whānau interviewed confirmed that the resident's bedrooms are personalised according to their individual preferences. The perimeter of the dementia unit is secure and provides a loop pathway for safe wandering. The outdoors area in the dementia unit includes a large, landscaped courtyard and gardens, which were well maintained. The resident rooms are large and have ample natural light and ventilation. Air conditioners, gas fire and central heating are used to maintain a safe and comfortable temperature. The dementia unit was maintained at a warm and comfortable temperature on the days of the audit. There are adequate numbers of accessible communal bathroom and toilet facilities which have appropriate flooring and handrails. Visitor toilets have disability access and are conveniently located and are identifiable. The Summerset policy states that consultation would occur with Māori and iwi if significant changes and proposed changes are considered for a facility. The village manager confirmed the village would reflect the aspirations and identity of Māori for any new building construction in the future. Subsection 4.2: Security of people and workforce FΑ Policies and guidelines for emergency planning, preparation and response are displayed and known to staff. An emergency The people: I trust that if there is an emergency, my service provider management plan and civil defence plan guides staff in their will ensure I am safe. preparation for disasters and describe the procedures to be Te Tiriti: Service providers provide quality information on emergency followed in the event of a fire or other emergency. A fire evacuation and security arrangements to Māori and whānau. plan is in place that has been approved by the New Zealand Fire As service providers: We deliver care and support in a planned and Service, dated 20 October 2016. The fire evacuation drills are safe way, including during an emergency or unexpected event. conducted every six-months and are added to the training programme; the last drill was completed on 16 February 2024. Fire training and security situations are part of orientation. A contracted service provides checking of all facility equipment, including fire equipment. The service also has a generator available in the event of a power failure for emergency power supply. There are also extra blankets available. There is a civil defence cupboard, which

includes all necessary civil defence requirements which are checked monthly. A water tank (containing more than 2,600 litres) is available and also bottled water (180 litres) that meets the requirements of the local civil defence guidelines. There are sources available for alternative cooking (two BBQs). Emergency food supplies sufficient for at least three days are kept in the kitchen. There is a store cupboard of supplies necessary to manage a pandemic/outbreak. The "Austco Monitoring programme" is available and includes sensor bed mats that activate the lights in resident rooms, so when a resident gets up at night, the light in their ensuite automatically turns on. This prompts the resident to go to the toilet and then on leaving the ensuite, the light above the resident's bed illuminates and encourages the resident to go back to bed. This system is controlled by a timer and therefore can be set to meet the individual needs of each resident. There is a separate entrance area into the memory care unit. Visitors have speaker access to staff and then the door will be released to enter the entrance foyer. All exits in and out require swipe card (fob) access by staff. Subsection 5.1: Governance FΑ The infection prevention and control programme, including antimicrobial stewardship (AMS), is an integral part of Summerset The people: I trust the service provider shows competent leadership strategic and quality plan to ensure an environment that minimises to manage my risk of infection and use antimicrobials appropriately. the risk of infection to residents, staff, and visitors. Expertise in Te Tiriti: Monitoring of equity for Māori is an important component of infection control and AMS can be accessed through support office, IP and AMS programme governance. a microbiologist, Public Health, and Health New Zealand - Te Pae As service providers: Our governance is accountable for ensuring the Hauora o Ruahine o Tararua Midcentral. Infection control and AMS IP and AMS needs of our service are being met, and we participate resources are accessible. The infection prevention and control in national and regional IP and AMS programmes and respond to programme is reviewed annually by support office, in consultation relevant issues of national and regional concern. with the infection control coordinators, and proposed changes are consulted with village managers and clinical managers as appropriate prior to its completion. There is a facility infection control committee that meets monthly. Infection rates are presented and discussed at infection control, quality, registered nurses, and staff meetings. The data is also benchmarked with the other Summerset facilities; further to this,

Summerset benchmarks with other aged care organisations and presents the results to their facilities. Infection control and prevention information is displayed on staff noticeboards. Any significant events are managed using a collaborative approach and involve the infection control coordinator, senior management team, general practitioner, and the public health team. There is a documented pathway for reporting infection control and AMS issues through the regional operation manager to the Board. The Board knows and understands their responsibilities for delivering the infection control and antimicrobial programmes and seek additional support where needed to fulfil these responsibilities. The infection prevention and control programme, its content and detail, is appropriate for the size, complexity and degree of risk associated with the service. Infection control is linked into the electronic quality risk and incident reporting system. Subsection 5.2: The infection prevention programme and FΑ A registered nurse oversees and coordinates the implementation of implementation the infection control programme. Infection control coordinator's role, responsibilities and reporting requirements are defined in the job The people: I trust my provider is committed to implementing description. The infection control coordinator has access to shared policies, systems, and processes to manage my risk of infection. clinical records and diagnostic results of residents. There is a Te Tiriti: The infection prevention programme is culturally safe. defined and documented infection prevention and control Communication about the programme is easy to access and programme, and the programme was developed, approved and navigate and messages are clear and relevant. implemented, with input from the National Infection Prevention and As service providers: We develop and implement an infection Control Group. Policies reflect the requirements of the infection prevention programme that is appropriate to the needs, size, and prevention and control standards and include appropriate scope of our services. referencing. Policies are available to staff. The pandemic and infectious disease outbreak management plan in place is reviewed at regular intervals. Sufficient resources, including personal protective equipment (PPE), were available on the days of the audit. Resources were readily accessible to support the pandemic response plan if required. The infection control coordinator has input into other related clinical policies that impact on health care associated infection (HAI) risk. Staff have received infection control education at orientation and through ongoing annual online education sessions. Additional staff education has been provided in response to the Covid-19 pandemic. Education

		with residents was on an individual basis and as a group in residents' meetings, and included reminders about hand hygiene and advice about remaining in their room if they are unwell.
		The infection control coordinator liaises with the clinical manager and regional quality team on personal protective equipment (PPE) requirements and procurement of the required equipment, devices, and consumables through approved suppliers and Health New Zealand-Te Pae Hauora o Ruahine o Tararua MidCentral. The clinical manager stated that the national infection prevention and control group will be involved in the consultation process for any proposed design of any new building or when significant changes are proposed to the existing facility.
		Medical reusable devices and shared equipment are appropriately decontaminated or disinfected based on recommendation from the manufacturer and best practice guidelines. Single-use medical devices are not reused. There is a decontamination and disinfection policy to guide staff. Infection control audits were completed, and where required, corrective actions were implemented. Care delivery, cleaning, laundry, and kitchen staff were observed following appropriate infection control practices, such as appropriate use of hand-sanitisers, good hand-washing technique and use of disposable aprons and gloves. Flowing soap and sanitiser dispensers were readily available around the facility. The kitchen linen is washed separately, and different/coloured face clothes are used for different parts of the body and same applies for white and coloured pillowcases. These were culturally safe practices observed, and thus acknowledge the spirit of Te Tiriti. The infection control coordinator reported that residents who identify as Māori will be consulted on infection control requirements as needed. In interviews, staff understood these requirements. The service has printed educational resources in te reo Māori.
Subsection 5.3: Antimicrobial stewardship (AMS) programme and implementation The people: I trust that my service provider is committed to	FA	The organisation has antimicrobial use policy and procedures and monitors compliance on antibiotic and antimicrobial use through evaluation and monitoring of medication prescribing charts, prescriptions, and medical notes. Summerset has an infection

responsible antimicrobial use.

Te Tiriti: The antimicrobial stewardship programme is culturally safe and easy to access, and messages are clear and relevant. As service providers: We promote responsible antimicrobials prescribing and implement an AMS programme that is appropriate to the needs, size, and scope of our services.

control and antimicrobial stewardship programme that aligns with the Summerset strategic plan. The antimicrobial policy is appropriate for the size, scope, and complexity of the resident cohort. Infection rates are monitored monthly and reported at all facility meetings. Significant events are reported to Summerset senior team and infection prevention and control steering group. Prophylactic use of antibiotics is not considered to be appropriate and is discouraged.

Subsection 5.4: Surveillance of health care-associated infection (HAI)

The people: My health and progress are monitored as part of the surveillance programme.

Te Tiriti: Surveillance is culturally safe and monitored by ethnicity. As service providers: We carry out surveillance of HAIs and multi-drug-resistant organisms in accordance with national and regional surveillance programmes, agreed objectives, priorities, and methods specified in the infection prevention programme, and with an equity focus.

FΑ

The infection surveillance programme is appropriate for the size and complexity of the service. Infection data is collected, monitored, and reviewed monthly. The data is collated, and action plans are implemented. The HAIs being monitored include infections of the urinary tract, skin, eyes, respiratory, soft tissue, and wounds. Surveillance tools are used to collect infection data and standardised surveillance definitions are used. The service is including ethnicity data in the surveillance of healthcare-associated infections.

Infection prevention audits were completed, including cleaning, laundry, and hand hygiene. Relevant corrective actions were implemented where required. Staff reported that they are informed of infection rates and regular audits outcomes at staff meetings. Records of monthly data sighted confirmed minimal numbers of infections, comparison with the previous month, reason for increase or decrease, and action advised. Any new infections are discussed at shift handovers and weekly management meetings for early interventions to be implemented. Benchmarking is completed with other facilities.

Residents were advised of any infections identified and family/whānau where required, in a culturally safe manner. This was confirmed in progress notes sampled and verified in interviews with residents and family/whānau. There have been no outbreaks reported since the last audit. The infection control coordinator and the management team demonstrated knowledge and awareness of the reporting requirements for outbreaks.

Subsection 5.5: Environment	FA	Policies regarding chemical safety and hazardous waste and other
The people: I trust health care and support workers to maintain a hygienic environment. My feedback is sought on cleanliness within the environment. Te Tiriti: Māori are assured that culturally safe and appropriate decisions are made in relation to infection prevention and environment. Communication about the environment is culturally safe and easily accessible. As service providers: We deliver services in a clean, hygienic environment that facilitates the prevention of infection and transmission of antimicrobialresistant organisms.		waste disposal are in place. All chemicals were clearly labelled with manufacturer's labels and stored in locked areas. Cleaning chemicals are kept in a locked cupboard on the cleaning trolleys and the trolleys are kept in a locked cupboard when not in use. Safety data sheets and product sheets are available. Sharps containers are available and meet the hazardous substances regulations for containers. Gloves, aprons, and masks are available for staff, and they were observed to be wearing these as they carried out their duties on the days of audit. There is a sluice room in the memory care centre with stainless steel bench and separate hand hygiene/washing facilities, with flowing soap and paper towels. Eye protection wear and other personal preventative equipment are available. Staff have completed chemical safety training. The chemical provider monitors the effectiveness of chemicals.
		There are designated cleaners (housekeepers). Cleaning guidelines are provided. Cleaning equipment and supplies were stored safely in locked storerooms. Cleaning schedules are maintained for daily and periodic cleaning. The facility was observed to be hygienically clean throughout. The housekeepers have attended training appropriate to their roles. The management team has oversight of the facility testing and monitoring programme for the built environment. There are regular internal environmental cleanliness audits. These did not reveal any significant issues.
		All resident clothing is laundered on site by housekeeping and caregivers. All linen is laundered by an external provider and delivered back to the facility daily. The on-site domestic laundry area has defined dirty and clean areas. Personal laundry is delivered back to residents in named baskets. Linen is delivered to cupboards on covered trollies. There is enough space for linen storage. The linen cupboards were well stocked with good quality linen. Cleaning and laundry services are monitored through the internal auditing system. The washing machines and dryers are checked and serviced regularly.

		the cleaning, laundry, and audits.
Subsection 6.1: A process of restraint The people: I trust the service provider is committed to improving policies, systems, and processes to ensure I am free from restrictions. Te Tiriti: Service providers work in partnership with Māori to ensure services are mana enhancing and use least restrictive practices. As service providers: We demonstrate the rationale for the use of restraint in the context of aiming for elimination.	FA	At the time of the audit the facility had no restraints in place. Summerset's governing body has a national strategic goal to eliminate restraint. The restraint policy confirms that restraint consideration and application must be done in partnership with families/whānau, and the choice of the device must be the least restrictive possible. At all times when restraint is considered, the facility works in partnership with Māori, to promote and ensure services are mana enhancing. The restraint coordinator is a registered nurse who provides support and oversight for restraint management in the facility. The restraint coordinator is conversant with restraint policies and procedures. The reporting process to the governance body includes data gathered and analysed monthly that supports the ongoing safety of residents and staff. The restraint coordinator reported that the process for any resident requiring restraint, included an assessment, consent, restraint care plan, monitoring, and evaluation. Restraint review meetings occur monthly as part of the registered nurse meeting. The restraint coordinator, general practitioner and clinical manager are responsible for the approval of
		the use of restraints and the restraint processes. Restraint would only be used as a last resort when all other alternatives have been explored. This was evident from interviews with staff who are actively involved in the ongoing process of eliminating restraint use. Training for all staff occurs at orientation and annually (last completed April 2023). Training includes cultural considerations and de-escalation techniques to manage challenging behaviour. Staff completes a restraint competency annually.

Specific results for criterion where corrective actions are required

Where a subsection is rated partially attained (PA) or unattained (UA) specific corrective actions are recorded under the relevant criteria for the subsection. The following table contains the criterion where corrective actions have been recorded.

Criterion can be linked to the relevant subsection by looking at the code. For example, Criterion 1.1.1 My service provider shall embed and enact Te Tiriti o Waitangi within all its work, recognising Māori, and supporting Māori in their aspirations, whatever they are (that is, recognising mana motuhake) relates to subsection 1.1: Pae ora healthy futures in Section 1 Our rights.

If there is a message "no data to display" instead of a table, then no corrective actions were required as a result of this audit.

Criterion with desired outcome	Attainment Rating	Audit Evidence	Audit Finding	Corrective action required and timeframe for completion (days)
Criterion 3.2.3 Fundamental to the development of a care or support plan shall be that: (a) Informed choice is an underpinning principle; (b) A suitably qualified, skilled, and experienced health care or support worker undertakes the development of the care or support plan; (c) Comprehensive assessment includes consideration of people's lived experience; (d) Cultural needs, values, and beliefs are considered; (e) Cultural assessments are completed by culturally	PA Low	The registered nurses are responsible for the development of the care plan. Assessment tools, including cultural assessments, were completed to identify key risk areas. Alerts are indicated on the resident care plan and include (but not limited to) high falls risk, weight loss, wandering, choking, and pressure injury risks. The registered nurses interviewed understand their responsibility in relation to assessment and care planning. There are comprehensive policies in place related to assessment and care planning; however, four care plans did not provide interventions of close to normal routine for the residents over a 24-hour period to assist caregivers in the management of behaviours. Caregivers are knowledgeable about the	Four of five care plans reviewed did not include a 24-hour reflection of close to normal routine for the residents, with detailed interventions to assist care staff in strategies for distraction, de-escalation, and management of challenging resident behaviours.	Ensure that care plans for residents provide a 24-hour reflection of close to normal routine for the resident, with detailed interventions to assist care staff in strategies for distraction, de-escalation, and management of challenging resident behaviours. 90 days

competent workers and are accessible in all settings and circumstances. This includes traditional healing practitioners as well as rākau rongoā, mirimiri, and karakia; (f) Strengths, goals, and aspirations are described and align with people's values and beliefs. The support required to achieve these is clearly documented and communicated; (g) Early warning signs and risks that may adversely affect a person's wellbeing are recorded, with a focus on prevention or escalation for appropriate intervention; (h) People's care or support plan identifies wider service integration as required.	care needs of the residents and the families/whānau interviewed were complimentary of the care provided. Progress notes and monitoring records evidence care delivery to the residents reflective of their needs, as described by staff during interviews and confirmed by family/whānau interviewed. The findings related to care planning relates to documentation only.	
integration as required.		

Specific results for criterion where a continuous improvement has been recorded

As well as whole subsections, individual criterion within a subsection can also be rated as having a continuous improvement. A continuous improvement means that the provider can demonstrate achievement beyond the level required for full attainment. The following table contains the criterion where the provider has been rated as having made corrective actions have been recorded.

As above, criterion can be linked to the relevant subsection by looking at the code. For example, Criterion 1.1.1 relates to subsection 1.1: Pae ora healthy futures in Section 1: Our rights.

If, instead of a table, these is a message "no data to display" then no continuous improvements were recorded as part of this audit.

Criterion with desired outcome	Attainment Rating	Audit Evidence	Audit Finding
Criterion 2.2.2 Service providers shall develop and implement a quality management framework using a risk-based approach to improve service delivery and care.	CI	Summerset by the Ranges is proactive in developing and implementing quality initiatives. Quality improvements are developed where results do not meet expectations. There is a number of ongoing quality improvements identified through meeting minutes and as a result of analysis of quality data collected. An electronic resident care system is used by all sites to report relevant data through to Summerset Head Office. The system of data analysis and trend reporting is designed to inform staff at the facility level. Management at facility level are then able to implement changes to practice, based on the evidence provided.	The service had cellulitis, soft skin tissue and wound infection rates above the Summerset average for the majority of 2022. An opportunity to reduce the incidence of cellulitis, soft skin tissue and wound infections was identified. The following quality improvements were implemented. Summerset by the Ranges implemented strategies for the reduction of cellulitis, soft skin tissue and wound infections. A plan was implemented in September 2022 to reduce this by reviewing residents identified at risk and implement individual strategies. Tub moisturisers for residents were replaced with a pump moisturiser to prevent contamination. All cellulitis, soft skin tissue and wounds are reviewed by the infection control coordinator and wound competencies are completed annually. Summerset has a wound care specialist available to consult on complex and chronic wounds.

			A PowerPoint presentation on cellulitis, soft skin tissue and wound infections was presented by the infection control coordinator with all clinical staff. Education for residents and staff is provided routinely on infection prevention and control. Cellulitis, soft skin tissue and wound infections rates for Summerset by the Ranges averaged 0.95 infections/ per 1000 bed nights for the period February 2022 to January 2023. For the period February 2023 to January 2024, Summerset by the Ranges averaged 0.00 infections/ per 1000 bed nights, which was a 100% reduction in cellulitis, soft skin tissue and wound infection rates.
Criterion 3.3.2 People receiving services shall be supported to access their communities of choice where possible.	CI	The achievement of the rating that the service implements a continuous improvement approach to the wellbeing of residents is beyond the expected full attainment. The service has conducted a number of quality improvement projects in relation to activities, including increased community engagement and one on one time as indicated. Where a review process has occurred, including analysis and reporting of findings, has occurred. There is evidence of improvements made to service provision in order to ensure that residents lead fulfilling lives. The projects include reviewing if the improvements have had positive impacts on residents' quality of life or resident satisfaction.	Summerset by the Ranges supports residents to continue their connections with their own communities, and places that provide them with a strong connection. Some of the residents used to be part of a club that was set up to support people with early dementia in the community; Summerset by the Ranges has arranged to have continued visits to the club for the resident in the memory care centre at least twice a month over the last 12months. Other community engagements include (but not limited to) dance and music clubs. Benefits noted by the team have included helping with memory processing; increase movement; lowering stress; decrease loneliness, social isolation and anxiety; improving quality of sleep; and improving communication skills. The 2023 satisfaction survey evidences a 100% overall satisfaction, with van trips being one of the favourite leisure activities noted in the responses, and social connection scoring 88% for Summerset by the Ranges, compared to 73% across all Summerset.

End of the report.