

NUMBER: 015

SECTION: BRD

SUBJECT: MANAGEMENT OF ETHICAL ISSUES	
MOTION#: 05-11-12	DATE: 19-11-12
CHAIRPERSON: <i>Margaret Skellett</i>	DATE: <i>June 17-2012</i>
EFFECTIVE DATE: September 09, 2005	REVISED: 19-11-12
REVIEWED:	

**PURPOSE:**

To provide a process to identify, resolve, report, and evaluate ethical issues/dilemmas.

To recognize that there is rarely an absolute (“right”) answer or solution, but rather a choice to be made after all aspects of the situation have been considered.

**CONTENT:**

The Board of Directors of St. Anne Centre shall use the following process as a guide for resolving ethical issues/ dilemmas at St. Anne Community and Nursing Care Centre.

**PROCEDURE:**

**A. ETHICS CASE CONSULTATION:**

*The Administrator/Nurse Manager will:*

1. Receive the *Ethics Report/Referral Form*, from a health care professional as directed in administration Policy 45 – RESOLUTION OF ETHICAL ISSUES. He/she will review the situation and may meet with the resident/veteran/client and/or representative and other stakeholders to resolve the ethical dilemma. Refer to the “Guide to help Resolve Ethical Dilemmas”.
2. If resolved, document issue and action plan on resident/veteran/client’s Health record and resident Care Plan (if related to care).
3. The Administrator will complete the *Ethics report. Referral Form* (SAC-ADM-011). This form and other correspondence may be forwarded to the Personnel and standards Committee of the Board of Directors for a Case review if the Administrator feels that this issue may have the potential for future liability or other implications.

4. Unsuccessful resolution will result in the ethical dilemma being referred to the Personnel and Standards Committee of the Board of Directors.

*If referred to the Personnel & Standards Committee, the committee will:*

1. Review the results of the Administrator/Nurse Manager's investigation.
2. Discuss the ethical issue/dilemma and options, referring to the "GUIDE TO HELP RESOLVE ETHICAL DILEMMAS".
3. Reach a decision in consultation with resident/veteran/client and/or representative and any other stakeholders deemed necessary.
4. If necessary strike as ad hoc Ethics Committee to deal with the issue with members chosen as the situation dictates. Some potential members could be: clergy, social worker, physician, nursing, dietician, and/or administrator.
5. If unable to satisfactorily resolve issue the ad hoc Ethics committee may partner with the Ethics Committee of another health organization or other resources.
6. Once resolved complete the Ethics Report/Referral Form (SAC-ADM-011) and forward to the Administrator/Nurse Manager with any additional documentation required.
7. The Personnel and Standards Committee will communicate the issue to the Board of Directors and notify the Insurance adjustors id required.
8. The Board of Directors will communicate the decision as it relates to the issue either through the Personnel or Standards Committee or directly to the stakeholders.
9. Administrator/Nurse Manager will review the decision and plan of action with members of the Interdisciplinary Team: Physician, family (if resident/Client with capacity so wishes), appropriate Care staff.
10. Administrator ensures ethical issue and resolution is documented on the resident/Client's Health record and on the Resident Care Plan (if related to care).

**NOTE: THE ISSUE MAY BE RESOLVED AT ANY STEP THROUGHOUT THE PROCEDURE.**

**B. ETHICS CASE REVIEW:** When referred by the administrator the Personnel and Standards Committee of the Board of Directors will be responsible for the *case review* which involves the following:

1. Complete a case review on all ethical issues/dilemmas that are referred to them by the administrator/Nurse Manager and reported on the Interdisciplinary Ethics Report/Referral Form (SAC-ADM-011).
2. Make recommendations to the board on policy development, education needed to address the ethical issue/dilemma on a systemic level if indicated or other strategies to address the ethical issue/dilemma on a systemic level.