

FACT SHEET
Karingal Ocean Grove Respite
70-72 Dare Street,
Ocean Grove.
52554034

Where is it?

Karingals' Ocean Grove Respite House is situated at the corner of Dare Street and Presidents Avenue in Ocean Grove (enter via the car park off Presidents Avenue). Ocean Grove is approximately 20 minutes drive from Geelong.

The house is a short walk/wheelchair distance from the beach where you can relax and have coffee or a meal in the 'Dunes' cafe while watching the surf.

Also the local shopping centre where you will find an assortment of coffee/cafés/takeaway shops, Coles supermarket, chemists, newsagent, \$2 shop, Video, post office, clothes, toys, banks, health food and Hardware.

Please note that the terrain around the house is undulating and therefore clients may require staff support to access the community.

Equipment

- Overhead hoist in each bedroom.
- High low single beds with Roho insert mattress.
- Commodes
- Slide sheets
- All linen
- Shower chair
- Overhead gantry hoist in bathroom
- Wheelchair accessible bus

Staff Coverage

The house is staffed 24 hours per day with one sleepover person at night. The Personal Care workers all have a qualification in either Aged Care, Disability and Mental Health (or all three) at Certificate level 3 or 4 as well as a current Level 2 First Aid Certificate/CPR. The Personal Care Workers are also trained to support clients with managing their catheters, bowel care, skin care, condom drainage and peg feeds.

Time of Rising & Retiring

Staff are on active shifts between 7.00am and 11.00pm, and times of rising and retiring maybe adjusted to meet the individual needs of the clients whenever possible. During the night clients can call for assistance using a bell or a voice monitor.

Cost

\$30.00 a day GST inclusive covers the cost of food and amenities. This will be invoiced at the end of the month.

Additional costs for supplies

Any items that are required for personal use should be bought into respite by the Client or can be purchased on behalf of the client if needed. Clients will be asked to pay for these items at time of purchase.

RDNS Costs and Doctor Costs

It is recommended that clients currently using RDNS services advise this service of their stay in respite.

Doctor locum services can attend to clients in respite however the service cannot be obtained until after 6pm and often much later.

For any emergency requirements an ambulance will be called. All cost incurred will be the responsibility of the client seeking the service.

Range of Disabilities

The Ocean Grove Respite House caters to people with broad range of disabilities and needs who access the house at the same time as MS Clients.

There is also a day program that runs for disability clients only that in another section of the house.

Vehicle / Transport

The house has a wheelchair accessible bus that is sometimes available for outings.

Public Transport

Buses and taxis, service Ocean Grove and the Bellarine Peninsula, with the taxi rank and bus stop located in the main shopping centre. Staff can help clients to arrange taxis for outings if needed. This would be at the clients cost.

Accessibility of Area

Concrete paths allow easy access around the property and to the shopping centre. A number of the shops, cafes, restaurants and council buildings have full wheelchair access, including the library, supermarket and chemists.

Personal Spending Costs

All recreational activities occurring costs will be the responsibility of the client. Transport, chemist requirements and specialized food requirements will be at the consumer's expense.

Accessibility of Accommodation

The Ocean Grove house has 5 bedrooms, a staff bedroom, 2 kitchens and 2 living areas (one living area is used by a Karingal Day program between 9am and 3pm weekdays).

The newer part of the house has 3 bedrooms available for clients with moderate to high level care and support requirements. The 3 bedrooms all have ceiling track hoists installed, as well as high low beds with Roho inserts in the mattresses.

The bathroom is fully wheelchair accessible with a ceiling gantry hoist installed.

Outside undercover areas are at both the front and back of the house, and a large (5 metre X 5 metre) shade sail provides cover and screen on the lawned area.

Personal Property – Security

Each bedroom has a lockable drawer for personal effects. Other larger personal items can be stored in the secure staff office.

Electrical Equipment - You are welcome to bring electrical equipment, such as hairdryers, electric shavers, radios and scooters, if owned. However such electrical equipment must be “tagged” by a qualified electrician

Transport to and from Respite

To be arranged by the Client

Times of Admission

After 10am – alternate times can be pre arranged if required

Times of Discharge

Prior to Midday although alternate arrangements can be arranged on request.

Meals / Meal Times & Food Preparation

Meals are at usual times during the day (breakfast, lunch & dinner), and are sensitive to cultural and dietary needs of the individual.

Karingal provides Food Handling Training to staff.

Fire Exit - procedure

The house has a sprinkler system and smoke alarms in accordance with DHS legislation. All staff have completed Fire Safety training and a Fire Exit Procedure and floor plan of the facility is current.

On admission

Medication is to be webster packed and correct (Staff cannot administer medication from original containers or from dosette boxes.)

If a client is 'self medicating then prior to arriving for respite an assessment must be done and a copy of this forwarded to the House.

All medication is to be locked in the medication cupboard in the office.

Client details confirmed and correct

Care plan confirmed and correct

Client inventory list completed

Fire exits and procedure explained to client

Evacuation points shown

Discharge

Client inventory list completed

Bags packed

Discharge summary completed with client and support worker where applicable.

What to bring

All clothing requirements – these must be marked with your name or initials or we take no responsibility for lost items.

All Urinary Care requirements for duration of stay.

Bowel Care requirements for duration of stay including lubricant.

All personal care items e.g.: shampoo, toothbrush, body wash, electric shaver, etc.

Medication in a webster pack for duration of stay, clearly labeled

Food additives e.g. thickener if required.

Specialized personal cutlery, eating and drinking aids if required, cups etc.

Your own sling (we have some for emergencies but may not be what you are used too)

Wheelchair /Scooters and chargers.

Roho cushion, sheep skins, special pillows or bedding, etc

What the service provides

Air-conditioning / heating

The house has central heating, and air conditioning in each bedroom allowing temperatures to be adjusted to meet an individual's comfort level.

Illegal Substances & Alcohol Consumption

Karingals Staff Code of Conduct Policy stipulates the use of intoxicating, addictive, illegal drugs or alcohol while working at Karingal during the employee's business hours is prohibited in positions of direct client support.

Clients accessing respite are permitted to consume alcohol in moderation, and information supporting this should accompany them when arriving in respite.

Karingal does not allow the use of illegal substances, and any use would jeopardize a persons respite stay.

Smoking policy

Karingal is committed to providing its staff, clients and visitors with a safe and healthy environment by establishing a "No Smoking Policy".

This policy establishes a safe working and living environment for all members of the Karingal community.

It is acknowledged that a client can make their own decisions regarding smoking.

During the times that staff members work with clients, the client home and any vehicle used during that work time is considered a workplace. Karingal has an obligation to provide a smoke free workplace for staff and therefore it is a requisite of service provision that clients refrain from smoking in areas where staff work for the duration of the service. Failure to observe this policy may jeopardise ongoing service delivery.

Grievance procedure

Karingal endorses each person's right to express a complaint, grievance and/or dispute and is committed to timely resolution of all issues which arise. To ensure all grievances related to Karingal are recorded and actioned in a fair, transparent and accountable manner. This policy applies to all Karingal staff, volunteers, customers and contractors. Residents will have access to a plain language copy of the complaint and incident management policies and processes, and residents will be encouraged to engage the assistance of residential staff, AHC managers, community visitors and advocacy groups in the complaint resolution process if required.

Privacy and confidentiality

Karingal Inc. is committed to the National Privacy Principles, the Information Privacy Principles, the health Privacy Principles and the Commonwealth and Victorian information privacy laws and the security they provide to its clients, families, suppliers, members, staff, volunteers and other contributors to the organization.

All staff shall accept the principles of the Privacy legislation and be able to apply this procedure to their day to day operations. Where an issue cannot be answered, there is a process in place to resolve privacy issues.