



## HOME CARE ONTARIO MEMBERSHIP CRITERIA

In order to be a regular member of Home Care Ontario, service provider organizations must affirm that they comply with the following:

- Provide access to a Health Professional regulated in Ontario (directly or through equivalency) whose responsibility is to ensure the quality of client care and services.
- Maintain current policies and procedures to guide the operation.
- Have a valid Canada Revenue Agency Business Number.
- Abide by legislated employment standards and human rights codes.
- Comply with all employee payments and deductions legally required as an employer.
- Provide ongoing in-service and continuing education programs.
- Conduct initial and ongoing client assessments.
- Participate in reporting mechanisms and care planning for all clients.
- Have appropriate retention and destruction of client records and maintenance of a confidentiality of client information policy.
- Ontario's Personal Health Information Protection Act, 2004 (PHIPA) and regulations, including the requirement to have privacy and security policies, procedures and training programs in place.
- Have insurance coverage for professional and general liability. Determination of insurance coverage is the responsibility of the organization, however Home Care Ontario recommends a minimum coverage of \$2M.
- Provide employees with workplace insurance through WSIB Ontario.

In addition,

*Home Care Ontario supports accreditation by a third party reviewer as a demonstration of commitment to quality improvement and recommends that members seek this designation.*

Note: These criteria may be changed by a decision of the Association's Board of Directors.

For more information, contact:

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Prepared by the Ontario Home Care Association operating as Home Care Ontario.

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