

## **ADP Providers Service Network**

### **Meeting Notes**

26 November 2024 at 10 am

**Attendees:** Colleen Taylor, Chair (Olde Forge), Monique Thibodeau-LaFlamme (Montfort Renaissance), Penny Bodnoff (ADPA Chair & The Good Companions), Jessica Chong (Pearly Health), Erin Wilson (Bonnechere Manor ADP), Joanna Chisnell (Marianhill), Della Hart (ROSSS), Chris Hughes (The Good Companions), Laurie Legue (GIAG), Denise Rousseau (Bruyere), Tammy Doxtator (Carefor), Sylvie Nicole (City of Ottawa), Isabelle Meunier (Ontario Health at Home), Chris Cobus, Reem Haddad and Paul Koval (CSS Shared Resources).

**1. Welcome and Introductions**

Colleen welcomed everyone and invited a round of introductions.

**2. Agenda Review and Acceptance**

Accepted as circulated.

**3. Acceptance of last meeting notes (24 Sept 2024) and any old business arising**

Accepted as circulated.

**4. Best Practice Guidelines – feed back.**

Colleen offered some background on the work of the sub-Committee that has been underway since the spring, reviewing and integrating both the Champlain ADP Guidelines document (2018) and the ADP Guidelines document previously created by ADP providers throughout Central East and South-East. While there were a lot of commonalities between the two documents, integrating them into one document for review by ADP providers across the full OHE region has required a good deal of review and collaboration. ADP Providers in all three regions of OHE are now having opportunity to review the full draft document to extend their feedback before it is finalized for use by ADP programs across OHE. While sensitive to local and specialized needs, this document will enhance consistency in practice across the region, so that clients accessing ADP services no matter where they live, can expect similar core services.

The group used the remainder of the meeting to review the document together and offer their feedback for consideration by the sub-Committee in finalizing its content. Feedback was noted in the form of comments on the draft document, however, due to time constraints, the group's review finished on page 17. **Action:** ADP providers agreed to email Chris and Colleen any feed back they wish to extend to the sub-Committee on the remaining portion of the draft prior to Friday, Dec 6<sup>th</sup>. The next sub-Committee meeting is planned for December 10<sup>th</sup>.

**5. Update of ADP Checklist document** – Chris acknowledged this document is in the process of being updated with current name changes and links and will be circulated to the group and ADPA members when available. ADP providers have found this document helpful to support staff in making the necessary connections to access/use HPG, the IAR, the ADP Status Chart, Ontario Health at Home's Healthline, and SSO, by housing instructions all in one place.

**6. Agency Updates** – tabled until the next meeting.

Next Meeting – 28 January 2025.