

# HOME AND COMMUNITY CARE ANNUAL REPORT

DCI Number/Fiscal Year: HC-P016 (2022-2023)

**NOTE:** This document is a representation of the reporting requirements for DCI HC-P016. It is not a reporting template or a data collection tool. Where applicable, reporting templates, guides and data collection tools that will assist you to complete your reporting requirements will be provided by your Regional Office and are identified in bold lettering or italics throughout this document. Please contact your [ISC-FNIHB Regional Office](#) if you have not received a copy of the documents, if you have questions, or require assistance.

## Program Reporting Requirements:

First Nations and Inuit Home and Community Care (FNIHCC) recipients are required to submit data on client service delivery and human resources annually in fulfillment of mandatory program data reporting requirements using either i) the electronic system provided by ISC, that is, the Electronic Service Delivery Reporting Template and the Electronic Human Resources Tracking Template (e-SDRT/e-HRTT) or ii) the new simplified Data Collection Instrument (DCI), a form-fillable PDF entitled ***First Nations and Inuit Health Branch (FNIHB)'s First Nations and Inuit Home and Community Care (FNIHCC) Annual Report***. This form is available from the ISC-FNIHB Regional Office and may be completed using data collected by an electronic system of the recipient's choice, e.g., EHRs (electronic health records), EMRs (electronic medical records), cEMRs (community electronic medical records), iCLSC (système d'information sur la clientèle et les services des CSSS), interRAI (Resident Assessment Instrument) products, an electronic system in which a data-sharing agreement is in place with the Provincial Ministry of Health, or any other customized electronic system which could be used to generate the required information. Program recipients choosing to report using the new simplified DCI form are encouraged to work with their vendor to complete this form in the most effective manner. Program recipients should contact their ISC-FNIHB Regional Office if information is required in selecting a data collection system that best meets community and client needs. Completed DCI forms should be submitted annually by the recipient to their ISC-FNIHB Regional Office via e-mail within 120 days of the end of the fiscal year.

Home and Community Care annual mandatory reporting requirements, effective reporting year 2021/22, are as follows:

1. FNIHCC Clientele
  - a. Number of home care clients accessing home care services:
  - b. Number of home care clients accessing palliative and end-of-life care services:
  - c. Number of home care hours of services provided to home care clients:
2. FNIHCC Staff
  - a. Number of total full-time equivalents (all staff) paid/hired directly by FNIHCC on March 31 of the reporting year:
  - b. Number of full-time nurse equivalents (all nurse types) paid/hired directly by FNIHCC on March 31 of the reporting year:
  - c. Number of personal care providers / home health aides paid/hired directly by FNIHCC on March 31 of the reporting year, expressed as:

i) full-time equivalents:

ii) head counts:

iii) Of the head count listed in ii), specify how many were certified on March 31 of the reporting year:

### 3. Program Accreditation

a. Specify if the FNIHCC program has been accredited by Accreditations Canada or another recognized organization (select one):

not accredited

accredited by Accreditations Canada

accredited by provincial organization; specify:

accredited by other recognized organization; specify:

Program recipients should contact their ISC-FNIHB Regional Office if further information is required.

Note that the HCC Service Delivery Plan must be part of the Community Health Plan for block agreements, the Multi Year Work Plan for flexible agreements, and is already included in the Program Plan for set agreements.