

1



FW: Outbreak Assistance Scheme  
 Tuohy, Sandra  
 To: "Niall\_Redmond@health.gov.ie"  
 01/05/2020 12:29  
 Cc: "Hynes, Ultan"  
 Hide Details  
 From: "Tuohy, Sandra" <sandra.tuohy@hse.ie>  
 To: "Niall\_Redmond@health.gov.ie" <Niall\_Redmond@health.gov.ie>  
 Cc: "Hynes, Ultan" <ultan.hynes@hse.ie>

PM

From: Tuohy, Sandra  
 Sent: Friday 1 May 2020 12:28  
 To: 'Tadhg Daly' <tdaly@nhli.ie>  
 Subject: Outbreak Assistance Scheme

Hello Tadhg,

We have been sopping out the Outbreak Assistance Scheme for Nursing Homes and we previously discussed NHI would submit observations on same. Could you please get these over to me ASAP so we can feed this into the document as I am keen to release this to the system to enable us to start making payments.

Form B is almost complete but there are a number of issues on the draft form which we are working to resolve. We have agreed to work through these with the DoH and NTPF over the weekend to ensure we get a final document to you by Tuesday morning. I may need to discuss aspects with you over the weekend if you are available?

Also, I have asked my office to set up a call with Grant Thornton regarding the independent appeals. We are awaiting availability from GT on that and we will issue that invitation shortly.

Hope all is good and thank you for all your assistance to date, it is much valued and appreciated.

Best wishes

Sandra

Need information and advice on COVID-19? Go to [www.hse.ie/coronavirus](http://www.hse.ie/coronavirus)

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IMPORTANT

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This e-mail and any attachments contains information which is private and confidential and is intended for the addressee only. If you ar



**NHI - correspondence from Kathleen MacLellan**  
**Sarah Cooney** to: tdaly  
Cc: Niall Redmond, Kathleen MacLellan

01/05/2020 21:43

Dear Tadhg,

Please see attached letter from Kathleen MacLellan.



DOH Letter to Tadhg Daly NHI 1 May 2020.pdf

Kind regards,  
Sarah

**Sarah Cooney**  
*Principal Officer, Older People's Projects Unit*

**An Roinn Sláinte**  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
Block 1, Miesian Plaza, 50 - 58 Lower Baggot Street, Dublin, D02 XW14

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1<sup>st</sup> May 2020

Mr Tadhg Daly  
CEO Nursing Homes Ireland  
[tdaly@nhi.ie](mailto:tdaly@nhi.ie)

**Subject: NPHET Actions 1st May 2020 and Mortality Census in Long-term Residential Care Settings**

Dear Tadhg,

I am writing to you to provide a number of updates related to new advice from the NPHET Meeting which took place today, the Temporary Assistance Payment Scheme (TAPS) and the Mortality Census in Long-term Residential Care Settings that took place over the weekend of 17-20 April 2020.

Firstly, I would also like to take the opportunity to bring to your attention new public health advice coming from the NPHET meeting today:

- To continue to advise those aged over 70 years of age and over and the medically vulnerable of the importance of remaining cocooned for their safety, however, should they now wish to leave their homes to engage in exercise and activities outdoors, they should continue to adhere to strict social distancing, keep 2 metres from other people, comply with appropriate guidance regarding maintaining a 'no touch' approach and hand hygiene on returning home. The updated cocooning guidance also applies to nursing homes and the HPSC has updated its guidance. <https://www.hpsc.ie/a-z/respiratory/coronavirus/novelcoronavirus/guidance/vulnerablegroupsguidance/>
- In relation to healthcare workers (HCWs) with a history of COVID-19 infection who have completed 14 days of self-isolation and whose illness has resolved, but who have then been retested as part of an enhanced testing programme in a healthcare facility: these staff can continue to attend work if they are asymptomatic even if they receive a test result which suggests the persistence of SARS-CoV-2 RNA in the sample taken as part of this enhanced testing programme. The HPSC is to update its guidance and the HSE is to implement accordingly.

I would appreciate if NHI could bring this to the attention of your members so that they can discuss with residents and staff the impact of these changes on their work and day to day routines.

Secondly, as you will be aware we conducted a mortality census over the weekend of April 17<sup>th</sup> to provide a 'point in time' picture of mortality in LTRC settings in order to ensure we are capturing effectively the level of mortality in these settings in a timely and robust manner. This data is important to guide our public health actions. The data



indicates an increase in mortality in LTRCs from late March and would suggest that this increase in mortality appears to be attributable to COVID-19 related deaths. The data collected was compared with other sources of mortality data from both HIQA and the Health Protection and Surveillance Centre (HPSC). Reassuringly preliminary findings demonstrate that the point in time mortality census aligns closely to the official HPSC mortality data and the mortality statistics reported to HIQA. Slides are available <https://www.gov.ie/en/publication/868ad8-mortality-census-of-long-term-residential-care-facilities-1-january-/>

I am very conscious of the level of care being provided to some of our most vulnerable citizens, as residents in long-term care settings, and for their families at all times, and particularly during this pandemic. I plan to write out to all such facilities to thank them for taking the time to complete this census and return it to the Department. I would however appreciate if you can also thank your members in this regard on my behalf.

In relation to the Temporary Assistance Payment Scheme, I wish to reconfirm that the deadline for April's Form A, prospective application has been extended to Monday 4<sup>th</sup> May, to provide additional time for applicants to make claims under the Scheme. I understand from the NTPF that there are over 370 contacts received to date, with approximately two thirds being received in the past 24 hours. It is not yet certain whether all 370 contacts are formal applications or not but as they are examined over the coming days there will be greater clarity. I understand it is intended for payments to continue to be made early next week.

The Department, HSE and NTPF are continuing the development work on "Form B" and on the outbreak assistance component of the Scheme, details of which should be circulated to you in the days ahead – in that context I understand that the HSE is waiting for NHI's observations on same.

Finally, the Department of Housing, Planning and Local Government's mortality group for COVID-19 has sought some assistance and input (sample/template policies on resident personal possessions) on certain aspects of its work. The Department has been in contact with you in this regard and I would appreciate if you could consider that request for input, as it would further assist that's group work on guidance documentation.

Yours sincerely,

Dr Kathleen Mac Lellan  
Head of Social Care

---

**From:** Karl\_Duff@health.gov.ie  
**Sent:** Sunday 3 May 2020 13:51  
**To:** Tadhg Daly  
**Cc:** Older People Operations; Liam Sloyan; Niall\_Redmond@health.gov.ie  
**Subject:** Temporary Assistance Payments scheme - Draft Form B for observations - Confidential  
**Attachments:** Consultation DRAFT Standard Covid-19 Assistance Claim Form B .xlsx

Dear Tadhg

I trust this finds you well. I am writing to you today regarding the on-going engagement between this Department and your organisation regarding the temporary assistance payments scheme. As agreed please find attached to this email a draft version of form B. This document is nearing the final stage of its development and we would appreciate your observations on this form and would be grateful if the document could be considered confidential for now.

As previously advised the passing of the deadline for Form A applications, for any month, does not fully exclude an application for the month in question. The Form A process was specifically designed to allow for prospective payments in the month, to assist with early and timely provision of financial support in the month. A second, retrospective opportunity also exists "Retrospective Standard Assistance Reconciliation – Form B" whereby a nursing home may apply retrospectively for the previous month. The deadline for such applications is the 15th day of the following month. Form B is required in all cases whether an applicant has submitted a Form A or not. Form B will require additional information.

To be clear;

Form A deadline for April is now Monday 4th of May

Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

Where the amount assessed in Form B is greater than the amount paid under the Prospective Standard Assistance Payment process, Form A, the NTPF will advise that the difference is to be paid by the HSE to the Nursing Home. Where the amount assessed in Form B is less than the amount paid under the Form A, the NTPF will advise that the difference is owed to the HSE by the Nursing Home and may be deducted from any future payments from the HSE to the Nursing Home, including under this Scheme or under the NHSS or otherwise recouped as a contract debt. The HSE will make the final determination and pay or recoup the appropriate amount to or from the Nursing Home.

Also note as per published guide to the Scheme "In respect of an applicant's first application under Form B, it shall be accompanied by the latest financial information. This financial information may include: Most recently filed accounts with the Companies Office; or where a Nursing Home is not required to file relevant accounts, relevant accounts, projections or business plans prepared by the Nursing Home should be submitted."

[https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020\\_04\\_27.pdf](https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020_04_27.pdf)

Many thanks

Regards

Karl Duff  
Services for Older People

An Roinn Sláinte  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhaigóid Íochtarach, Baile Átha Cliath, D02 XW14

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[health.gov.ie](http://health.gov.ie) (See attached file: Consultation DRAFT Standard Covid-19 Assistance Claim Form B .xlsx)



**From:** Tadhg Daly <tdaly@nhi.ie>  
**Sent:** Tuesday 5 May 2020 13:36  
**To:** Karl\_Duff@health.gov.ie  
**Cc:** Older People Operations; Liam Sloyan; Niall\_Redmond@health.gov.ie; Fiona Kenny  
**Subject:** RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential  
**Attachments:** Memo to Dept of Health re COVID19 Temp Financial Assistance Scheme 5th May 2020 FINAL.pdf

Karl,

Thank you for your email on Sunday 3<sup>rd</sup>.

Please find attached NHI response. We remain available for further consultation on the attached.

Thanks,  
Tadhg

Tadhg Daly  
**Chief Executive**  
 e. tdaly@nhi.ie  
 p. 01/4699800  
 m. 087/2651934

Nursing Homes Ireland



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**From:** Karl\_Duff@health.gov.ie <Karl\_Duff@health.gov.ie>  
**Sent:** Sunday 3 May 2020 13:51  
**To:** Tadhg Daly <tdaly@nhi.ie>





Cc: Older People Operations <olderpeople.operations@hse.ie>; Liam Sloyan <liam.sloyan@ntpf.ie>;  
Niall\_Redmond@health.gov.ie

Subject: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Dear Tadhg

I trust this finds you well. I am writing to you today regarding the on-going engagement between this Department and your organisation regarding the temporary assistance payments scheme. As agreed please find attached to this email a draft version of form B. This document is nearing the final stage of its development and we would appreciate your observations on this form and would be grateful if the document could be considered confidential for now.

As previously advised the passing of the deadline for Form A applications, for any month, does not fully exclude an application for the month in question. The Form A process was specifically designed to allow for prospective payments in the month, to assist with early and timely provision of financial support in the month. A second, retrospective opportunity also exists "Retrospective Standard Assistance Reconciliation – Form B" whereby a nursing home may apply retrospectively for the previous month. The deadline for such applications is the 15th day of the following month. Form B is required in all cases whether an applicant has submitted a Form A or not. Form B will require additional information.

To be clear;

Form A deadline for April is now Monday 4th of May

Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

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Also note as per published guide to the Scheme "In respect of an applicant's first application under Form B, it shall be accompanied by the latest financial information. This financial information may include: Most recently filed accounts with the Companies Office; or where a Nursing Home is not required to file relevant accounts, relevant accounts, projections or business plans prepared by the Nursing Home should be submitted."

[https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020\\_04\\_27.pdf](https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020_04_27.pdf)

Many thanks

Regards

Karl Duff  
Services for Older People

An Roinn Sláinte  
Department of Health

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Nursing Homes Ireland  
2051 Castle Drive, Citywest,  
Dublin 24, D24 K299.  
t. (01) 469 9800 | e. info@nhi.ie | nhi.ie

## MEMORANDUM

**To:** Kathleen McLellan, Assistant Secretary, Dept of Health  
Sandra Tuohy, Asst National Director, Services for Older People

**cc.** Niall Redmond, Principal Officer, Dept of Health  
Liam Sloyan, CEO National Treatment Purchase Fund (NTPF)

**From:** Nursing Homes Ireland

**Date:** 5<sup>th</sup> May 2020

**Re:** Temporary Assistance Payment Scheme

---

We acknowledge and welcome ongoing engagement on the Covid19 Temporary Assistance Payment Scheme for nursing home residents.

The NHI position is clear that the Covid-19 Temporary Assistance Payment Scheme is provided for all nursing home residents. In our meeting with Minister Harris on 28<sup>th</sup> April we welcomed confirmation once again that the Minister and Department are engaged in a process specifically in respect of the funding of non NHSS residents under the Covid-19 Temporary Assistance Payment Scheme.

NHI recently undertook a survey of survey that was informed by 252 private and voluntary nursing homes. It informed 23% of the residents within our nursing homes are not supported by the Fair Deal. Within some homes, the majority of residents are non-Fair Deal. The scheme must not be undermined by excluding the costs incurred for a sizeable cohort of people in our nursing homes who require the specialised care provided by nursing homes.

NHI reverted to Department of Health on 29<sup>th</sup> April on the process of validating such data as per our discussion with Minister.

NHI propose the data is validated under Health Act 2007 (Registration of Designated Centres for Older People) Regulations 2015. Under the Regulations (S.I. No. 61 of 2015) the registered provider declares to the Health Information and Quality Authority, by the 15<sup>th</sup> day of the calendar month in which the instalment falls due, the number of residents that are accommodated at the designated centre.



- As discussed with the Minister until there is a resolution to the non Fair Deal residents NHI proposes that all nursing homes should be invited to submit claim for Temporary Financial Assistance in 2 parts; part 1 based on NHSS (Fair Deal) residents and Part 2 based on all residents.
- Most if not all nursing homes will have ordered supplies (PPE/ oxygen/ cleaning materials etc) in preparation for the outbreak ahead of the April. For example, given lead times and the necessity to ensure they were prepared in advance, nursing homes will have ordered PPE for use in April but will be invoiced in March. If the PPE is only used in April, then the costs should be allowable otherwise there would be an internal charge from stores / inventory of a nursing home to the same nursing home when the PPE/ equipment is used. We consider it entirely reasonable and prudent that homes acquired PPE and essential equipment in advance of Covid-19 and the cost incurred for this prudence must be recognised.  
**NHI request that all equipment/ supplies ordered in preparation (March) for a COVID19 must be an admissible expense under the Scheme.**
- Given that part A is based on an estimate of the expected expenditure on the 15<sup>th</sup> of a month but estimated for the whole month if there was an outbreak in a Home post the 15<sup>th</sup> the allowance limit of double the amount claimed in part A may well be too low. Many Homes may have a Claim B amount well in excess of double their Claim A amount.  
**NHI request that Claim B should be based on its own merits and not subject to a formula of Claim A**
- For small homes and / or homes with low number of residents supported by Fair Deal (NHSS) the double part A allowance will leave the home far short of the expense incurred to manage the COVID outbreak. The reality of such presents a home has had to incur significant / huge costs such as staffing and provision of specialist equipment to manage COVID but the financial support to meet such has not been provided.  
**NHI request that Claim B should be based on its own merits and not subject to a formula of Claim A**
- For many nursing homes the expenditure could be significantly larger than the €75,000 limit. We believe that each nursing home should have its costs in tackling



an outbreak examined on its merits pertaining to the size and number of residents in the registered centre. We need to avoid an anomaly presenting that the scale of the costs incurred to manage COVID is not encompassed by the Scheme. This has the potential to threaten the sustainability of current provision.

Specifically, in respect of the Draft Form B received on Sunday 3<sup>rd</sup> April see below observations;

As the details of the COVID 19 Outbreak Assistance Scheme has not yet been drafted for consultation it is difficult to give it a 360 degree review of Form B. As previously outlined, it is critical that all elements are outlined in its totality to ensure a consistent and holistic approach to maintaining service continuity.

1. Specifically we refer to the specific questions in top left of the draft excel;
  - a. Number of Residents in accommodation on the last day of the month being applied for – Why is this required as the Scheme is based on number of Fair Deal residents in the two months previous?
  - b. Number of staff in isolation/Covid 19 related absences on last day of month – Why is this required, a lot of information gathering/time required in collating.
  - c. Number of Residents transferred to Hospital during the month being claimed for - Why is this required, a lot of information gathering/time required in collating and point (a) above why is this relevant?
  - d. Number of new residents admitted during the month being claimed for - Why is this required, a lot of information gathering/time required in collating and point (a) above why is this relevant?

NHI proposes that the above be amended to request total number of residents as in the previous two month period i.e. In April our Max is based on February? Why are the above questions relevant to a Form B claim?





2. Additional Covid 19 Payroll Costs For Month;  
NHI request that nursing homes input the actual costs as per the Headings and layout in Form A? The provider must retain documentary evidence to support the funding request; and that the provider will be subject to penalty should it subsequently transpire that the funding was improperly applied.

### **Maintaining Service Continuity**

The commitment by Government to provide HSE with additional funding for Fair Deal is to maintain service continuity and meet the increased cost of care for nursing residents in meeting the care needs and addressing the challenges presented by Covid19.

Nursing homes will have maintained staffing levels while occupied bed numbers have dropped, which is the case with all nursing homes at present. It is a fact that staffing level in terms of care hours delivered per resident per day, has actually increased. This is a measurable staff cost and should be allowable. Nursing homes are not reducing headcount/hours as they need to keep a full complement of staff as they could get an outbreak at any stage. This is an additional cost because if there was no Covid outbreak in our country nursing homes would be reducing staff hours appropriate to their reduced bed numbers. This is a cost that should be included under payroll costs. NPHE/ HSPC/ HSE guidelines will have resulted in certain beds, rooms and areas remaining unoccupied for the purposes of infection control and nursing homes will attribute costs of this basis.

To address NHI procs that the calculation with February 2020 figures is used for Covid homes for the initial 3 month period of the Scheme.

For some homes the impact of reduced occupancy will have significant implications for the sustainability of some services and this will require to be addressed to ensure we collectively maintain service continuity. This will require honest dialogue and commitment to address

### **Enhanced outbreak assistance business case**

We believe that each nursing home should have its costs in tackling an outbreak examined on its merits pertaining to the size and number of residents in the registered centre. We need to avoid an anomaly presenting that the scale of the costs incurred to manage COVID is not encompassed by the Scheme. This has the potential to threaten the sustainability of current provision.



The cap of €75,000 may be insufficient for some homes will a large Covid19 Outbreak and we require a mechanism to escalate such individual homes as outliers to HSE for further discussions

**Commitment to Review**

As this is a global pandemic and a rapidly evolving situation our collective response must be responsive and agile to address matters quickly and effectively.

In our communication on 4<sup>th</sup> April (brief on the Scheme) with Department it was agreed that a process of review as follows

- 1 month
- 3 months

We look forward to agreement on the process for review.

We remain committed to continuous engagement and consultation in the best interests of all nursing home residents, staff and providers.



5



Nursing Home Insurances

Tadhg Daly

to:

Kathleen\_MacLellan@health.gov.ie, Niall\_Redmond@health.gov.ie

06/05/2020 11:19

Cc:

"Fiona Kenny", "Sarah\_Cooney@health.gov.ie"

Hide Details

From: "Tadhg Daly" &lt;tdaly@nhi.ie&gt;

To: "Kathleen\_MacLellan@health.gov.ie" &lt;Kathleen\_MacLellan@health.gov.ie&gt;,

"Niall\_Redmond@health.gov.ie" &lt;Niall\_Redmond@health.gov.ie&gt;

Cc: "Fiona Kenny" &lt;ea@nhi.ie&gt;, "Sarah\_Cooney@health.gov.ie"

&lt;Sarah\_Cooney@health.gov.ie&gt;

Kathleen,

I refer to our meeting with Minister Harris yesterday afternoon specifically the agenda item re insurances. I am taking the opportunity to follow up as discussed in respect of restrictions that may be applied by insurers in respect of both employers liability and public liability cover relative to Covid19.

Any restrictions on same may have a detrimental effect on the nursing home sector and particularly so in the event of a complete Covid19 Exclusion being applied. Any such eventuality could warrant the intervention of the State Claims Agency.

Minister Harris committed to engage with Government colleagues on this matter and this will remain a standing item in our twice weekly meetings.

Best regards

Tadhg

Tadhg Daly  
 Chief Executive  
 e. tdaly@nhi.ie  
 p. 01/4699800  
 m. 087/2651934

Nursing Homes Ireland

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**NHI Care Awards 2020**  
 in association with Homecare Medical  
 Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm

w. [www.nhicareawards.ie](http://www.nhicareawards.ie)  
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**RE: Care of the Deceased/Personal Possessions**  
Niall Redmond to: Tadhg Daly

06/05/2020 18:25

From: Niall Redmond/SLAINTE  
To: "Tadhg Daly" <tdaly@nhi.ie>

Hi Tadhg,  
Many thanks for coming back to me on this and providing the relevant documents.  
I can confirm I have forwarded these on to Liam Morris, the DoH representative of the DHPLG mortality group.

Regards,  
Niall

"Tadhg Daly" Hi Niall, Thank you for your email

06/05/2020 13:44:52

From: "Tadhg Daly" <tdaly@nhi.ie>  
To: "Niall\_Redmond@health.gov.ie" <Niall\_Redmond@health.gov.ie>  
Cc: "covidpracticesupport" <covidpracticesupport@nhi.ie>  
Date: 06/05/2020 13:44  
Subject: RE: Care of the Deceased/Personal Possessions

---

Hi Niall,

Thank you for your email

I have attached documents

1. There are audit checklists and advices in attached **NHI** Guidance on Compliance document, no templates as such reference for personal property and links to advices page 93, there is an template audit sheet on page 97 and for End of Life Care Ref Page 99 with resources and references on page 102
2. I have attached draft templates from HCI  
I can also confirm that we have requested copies of written policies and procedures from a number of members as requested.

Keep **NHI** informed.

Thanks,  
Tadhg

From: Niall\_Redmond@health.gov.ie <Niall\_Redmond@health.gov.ie>  
Sent: Thursday 30 April 2020 16:45  
To: Tadhg Daly <tdaly@nhi.ie>  
Subject: Care of the Deceased/Personal Possessions

Hi Tadhg,

Just getting in contact with you on slightly different aspect of COVID-19.



Firstly, thanks for arranging for nursing home representation on the Department of Housing mortality group for COVID-19.

The Department of Health member of that group has asked me to reach out to you on related issues, with a specific query around the care and removal of personal possessions belonging to the deceased.

Two related queries arise:

1) Does **NHI** have or has it in the past issued guidance and/or policy and procedures templates to member nursing homes in relation to personal possessions generally? (relates generally to Standard 2.5.13 "Procedures are in place for the respectful removal of the resident's personal possessions in accordance with the resident's wishes, in a timely and respectful fashion following their death. The return of personal effects is carried out in a dignified manner and is formally documented and signed." and Regulation 4 re "writing, adopt and implement policies and procedures on a range of matters, including Residents' personal property, personal finances and possessions"

2) related to same, would it be possible for **NHI** to reach out to a few nursing homes (maybe 5?) to obtain a copy of their written policies and procedures on the above (I see no reason why this couldn't be done on an anonymised basis if that was a concern). I understand that the Mortality group is looking to see some samples of same to assist and inform their work in relation to the expansion of guidance in relation to the care of the remains and possessions of the deceased.

Thanks

Niall

\*\*\*\*\*  
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\*\*\*\*\*

[attachment "29.10.2019 Guidance document on the Care and Welfare Regulations and Standards.pdf" deleted by Niall Redmond/SLAINTE] [attachment "HS-033 Management of Palliative and End of Life Care.doc" deleted by Niall Redmond/SLAINTE] [attachment "PR-004\_Security of Residents' Accounts and Personal Property.docx" deleted by Niall Redmond/SLAINTE]





7

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**From:** Tadhg Daly <tdaly@nhi.ie>  
**Sent:** Thursday 7 May 2020 20:43  
**To:** Karl\_Duff@health.gov.ie  
**Cc:** Fiona Kenny; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan; Niall\_Redmond@health.gov.ie; Older People Operations  
**Subject:** Re: \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B - Confidential

Karl,

I note that a number of NHI proposed amendments have not been incorporated into Form B. Can you confirm final together with details of circulation?

We await consultation on the Outbreak Assistance Scheme and look forward to receive of draft documentation.

Best regards,  
Tadhg

On 7 May 2020, at 15:20, Tadhg Daly <tdaly@nhi.ie> wrote:

Dear Karl,

I wish to acknowledge receipt of your email.  
As per my call just now I will review and revert this afternoon.

As discussed you will note from our memorandum of 5<sup>th</sup> May 2020 that we did in fact address at a high level the principles of the Outbreak Assistance Scheme. We await further detail on this element of the Scheme and I can confirm that we will engage in spirit of cooperation as we have done throughout this process.

In terms of the deadline of 15<sup>th</sup> May at this stage I note and welcome your comments below. As discussed we are highlighting that given the dates we cannot countenance a situation of a guillotine on applications and we need to monitor this situation.

Best regards,  
Tadhg

**From:** Karl\_Duff@health.gov.ie <Karl\_Duff@health.gov.ie>  
**Sent:** Thursday 7 May 2020 13:44  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Fiona Kenny <ea@nhi.ie>; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan <liam.sloyan@ntp.ie>; Niall\_Redmond@health.gov.ie; Older People Operations <olderpeople.operations@hse.ie>  
**Subject:** \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B - Confidential

Dear Tadhg,



I wish to thank Nursing Homes Ireland for its detailed feedback, as provided by you, on the Temporary Assistance Payment Scheme - Form B and on the scheme in general. As noted previously this forms part of the ongoing and active engagement between the Department and NHI.

#### **Form B**

You will appreciate that, as with any scheme utilising State funds, there is an obligation on the State to ensure that those funds are treated with care. To this end, the Department is under an obligation to collect data on expenditure within the Scheme, data which will assist with the reporting on the Scheme's overall operation and implementation, which is required to understand the practical working of the Scheme, and which may provide an indication of the efficacy of the Scheme.

While I understand your concerns regarding the administrative requirements in recording this data in form B, I believe in consultation with colleagues, that the data requested is not unreasonable and does not represent an onerous or excessive administrative burden on nursing homes that choose to apply to the scheme. I would also note that nursing home management as part of their role keep accurate records of staffing and rosters, a directory of residents and associated resident records, including whether residents have been transferred to another centre or hospital.

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#### **Deadline extension**

It is anticipated that Form B will go live before the weekend, which will facilitate nursing home engagement with the process in advance of the deadline for receipt of Form B. However, I note from your correspondence today, Thursday 07 May, a request for the consideration of an extension to the Form B deadline was made. The Department and our colleagues in the HSE and NTPF are in principle open to extending the deadline for submission of Form B in May, we will give it some consideration and revert with a suitable extension period.

#### **Outbreak Assistance Payment**

It is my understanding that the HSE has been in contact with you regarding the outbreak assistance payment component of the Scheme and has been waiting for views from NHI on this component in the intervening period. In the absence of such, and given the importance of continuing development, the matter has been progressed in the interim. A document outlining the details of outbreak assistance payments will be made available to NHI on Friday 8 May for observations. The development of the claim form for the outbreak assistance payment is currently underway.

I wish to reiterate my appreciation of engagement from NHI on the above-mentioned Form B, and also to acknowledge feedback provided on the wider Scheme.

With thanks,

—  
**Regards**

**Karl Duff**

*Services for Older People*

—  
**An Roinn Sláinte**

Department of Health

**Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14**  
Block 1, Miesian Plaza, 50 - 58 Lower Baggot Street, Dublin, D02 XW14

—  
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[health.gov.ie](http://health.gov.ie)



From: "Tadhg Daly" <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
To: "Karl Duff@health.gov.ie" <[Karl\\_Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie)>  
Cc: "Older People Operations" <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>, "Liam Sloyan" <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>, "Niall Redmond@health.gov.ie" <[Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie)>, "Fiona Kenny" <[ea@nhi.ie](mailto:ea@nhi.ie)>, "Kathleen MacLellan@health.gov.ie" <[Kathleen\\_MacLellan@health.gov.ie](mailto:Kathleen_MacLellan@health.gov.ie)>  
Date: 07/05/2020 11:36  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

---

Hi Karl,

I refer to ongoing engagement and consultation on Temporary Assistance Payments scheme.

I understand that a further Draft Form B is available for further input, can you forward asap. Closing date for Form B is fast approaching and we need to finalise. Once issued we can monitor and revert to you re closing date and the deadline. As you are aware Dept previously extended deadline in respect of Form A.

I also request draft Outbreak Assistance Scheme information and draft process/ application for consultation.

Best regards,  
Tadhg

From: Tadhg Daly  
Sent: Tuesday 5 May 2020 13:36  
To: [Karl\\_Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie)  
Cc: Older People Operations <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>; Liam Sloyan <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>; [Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie); Fiona Kenny <[ea@nhi.ie](mailto:ea@nhi.ie)>  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Karl,

Thank you for your email on Sunday 3<sup>rd</sup>.

Please find attached NHI response. We remain available for further consultation on the attached.

Thanks,  
Tadhg

Tadhg Daly  
Chief Executive  
e. [tdaly@nhi.ie](mailto:tdaly@nhi.ie)  
p. 01/4699800  
m. 087/2651934  
<image001.jpg>

**NHI Care Awards 2020**  
in association with Homecare Medical  
**Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm**

w. [www.nhicareawards.ie](http://www.nhicareawards.ie)  
e. [nhicareawards@eventpartners.ie](mailto:nhicareawards@eventpartners.ie)  
t. (01) 296 9394

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**From:** Karl Duff@health.gov.ie <Karl.Duff@health.gov.ie>  
**Sent:** Sunday 3 May 2020 13:51  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Older People Operations <olderpeople.operations@hse.ie>; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall Redmond@health.gov.ie  
**Subject:** Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Dear Tadhg

I trust this finds you well. I am writing to you today regarding the on-going engagement between this Department and your organisation regarding the temporary assistance payments scheme. As agreed please find attached to this email a draft version of form B. This document is nearing the final stage of its development and we would appreciate your observations on this form and would be grateful if the document could be considered confidential for now.

As previously advised the passing of the deadline for Form A applications, for any month, does not fully exclude an application for the month in question. The Form A process was specifically designed to allow for prospective payments in the month, to assist with early and timely provision of financial support in the month. A second, retrospective opportunity also exists "Retrospective Standard Assistance Reconciliation – Form B" whereby a nursing home may apply retrospectively for the previous month. The deadline for such applications is the 15th day of the following month. Form B is required in all cases whether an applicant has submitted a Form A or not. Form B will require additional information.

To be clear;

Form A deadline for April is now Monday 4th of May

Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

Where the amount assessed in Form B is greater than the amount paid under the Prospective Standard Assistance Payment process, Form A, the NTPF will advise that the difference is to be paid by the HSE to the Nursing Home. Where the amount assessed in Form B is less than the amount paid under the Form A, the NTPF will advise that the difference is owed to the HSE by the Nursing Home and may be deducted from any future payments from the HSE to the Nursing Home, including under this Scheme or under the NHSS or otherwise recouped as a contract debt. The HSE will make the final determination and pay or recoup the appropriate amount to or from the Nursing Home.

Also note as per published guide to the Scheme "In respect of an applicant's first application under Form B, it shall be accompanied by the latest financial information. This financial information may include: Most recently filed accounts with the Companies Office; or where a Nursing Home is not required to file relevant accounts, relevant accounts, projections or business plans prepared by the Nursing Home should be submitted."

[https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020\\_04\\_27.pdf](https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020_04_27.pdf)

Many thanks

Regards

Karl Duff  
Services for Older People

An Roinn Sláinte  
Department of Health





**Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14**  
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.....

.....

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.....



**From:** Karl\_Duff@health.gov.ie  
**Sent:** Friday 8 May 2020 21:54  
**To:** Tadhg Daly  
**Cc:** Fiona Kenny; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan; Niall\_Redmond@health.gov.ie; Older People Operations  
**Subject:** \*Confidential: Covid-19 Temporary Assistance Payments scheme - Outbreak Assistance  
**Attachments:** DRAFT Outline of Outbreak Assistance Payment.pdf

Good evening Tadhg

Apologies for the late email.

As discussed recently and referred to in recent correspondence, please see attached an outline document on the Outbreak Assistance Payment. As you are aware this aspect of the Temporary Assistance Payments scheme is an assistance payment for nursing homes that are experiencing a Covid-19 outbreak at their facility. The Outbreak Assistance acknowledges that the nursing homes managing a Covid-19 outbreak may be experiencing additional Covid-19 related costs above the limits set in the Standard Assistance Payment.

Whilst the Outbreak Assistance is somewhat similar in format to the standard payment the Outbreak Assistance incorporates a number of features that differ from the standard payment. Firstly, this payment is only open to nursing homes that have a Covid-19 outbreak as verified by HSE Public Health authorities, in the month being claimed for. Secondly, a business case will be required to be submitted to claim these additional costs, the business case is constituted by Form C (under development) and a statement that independently certifies these costs have been experienced by the applicant nursing home. Further details are in the attached outline.

Claims made to the Outbreak Assistance (combined with the standard payment) are subject to the overall monthly cap of the lesser of twice the Standard Assistance Payment Cap for the month, or the amount of €75,000. Unlike the standard assistance payment there will be no option for a prospective payment, all applications to the Outbreak Assistance will be retrospective.

Please note that this outline document is in draft format and should be treated as confidential. We would be grateful if you would review the attached document and provide any observations you may have on it.

Thanking you again for your engagement on this process.

—  
Regards (See attached file: DRAFT Outline of Outbreak Assistance Payment.pdf)

Karl Duff  
Services for Older People

—  
An Roinn Sláinte  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Iochtarach, Baile Átha Cliath, D02 XW14

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[health.gov.ie](http://health.gov.ie)

☞ Tadhg Daly" —07/05/2020 20:43:30—Karl, I note that a number of NHI proposed amendments have not been incorporated into Form B.

From: "Tadhg Daly" <tdaly@nhi.ie>  
To: "Karl Duff@health.gov.ie" <Karl\_Duff@health.gov.ie>  
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Karl,

I note that a number of NHI proposed amendments have not been incorporated into Form B. Can you confirm final together with details of circulation?

We await consultation on the Outbreak Assistance Scheme and look forward to receive of draft documentation.

Best regards,  
Tadhg

On 7 May 2020, at 15:20, Tadhg Daly <tdaly@nhi.ie> wrote:

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Cc: "Older People Operations" <[olderpeople\\_operations@hse.ie](mailto:olderpeople_operations@hse.ie)>, "Liam Sloyan" <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>, "[Niall Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie)" <[Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie)>, "Fiona Kenny" <[ea@nhi.ie](mailto:ea@nhi.ie)>, "[Kathleen MacLellan@health.gov.ie](mailto:Kathleen_MacLellan@health.gov.ie)" <[Kathleen\\_MacLellan@health.gov.ie](mailto:Kathleen_MacLellan@health.gov.ie)>  
Date: 07/05/2020 11:36  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

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**Subject:** RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Karl,

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Thanks,  
Tadhg

Tadhg Daly  
**Chief Executive**  
e. [tdaly@nhi.ie](mailto:tdaly@nhi.ie)  
p. 01/4699800  
m. 087/2651934

<image001.jpg>

**NHI Care Awards 2020**  
in association with Homecare Medical  
**Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm**

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e. [nhicareawards@eventpartners.ie](mailto:nhicareawards@eventpartners.ie)  
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To be clear;

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Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

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Many thanks

Regards

Karl Duff

Services for Older People

An Roinn Sláinte

Department of Health

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.....

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[attachment "image001.jpg" deleted by Karl Duff/SLAINTE]



### Outbreak Assistance Payment – Outline

Where a Nursing Home has undertaken enhanced actions in response to a Covid-19 outbreak and has subsequently incurred significant further costs which have not been claimed for under the Standard Assistance Payment, it may submit a separate business case for enhanced assistance in accordance with the Covid-19 Temporary Assistance Payment Scheme Procedures and Details Document.

In order to claim for enhanced assistance, the outbreak will need to be confirmed by HSE Public Health authorities, including evidence of spread of infection within the Nursing Home in question. The public health data will also confirm the outbreak sequence.

Any costs claimed by a Nursing Home in respect of increased work as a result of Covid-19 must be capable of being evidenced and available for review by the HSE and/or the NTPF (or other agents). The applicant cannot include any costs incurred in respect of which the Nursing Home has been reimbursed, compensated or has received remittance from any other source.

Expenses should be consistent with HSE and HIQA guidance on dealing with Covid-19 outbreaks, including the "Regulatory Assessment Framework of the Preparedness of Designated Centres for Older People for a Covid- 19 Outbreak", dated 21 April 2020.

The following categories of expenses are deemed to be allowable expenses under the Outbreak Assistance Payment:

- Additional staff costs incurred as a result of a Covid-19 outbreak:
  - Extra costs incurred as a result of additional clinical, administrative and support staff costs due to a Covid-19 outbreak (this excludes bonus payments or any increased payments to Nursing Home proprietors or Directors)
  - Reasonable and appropriate extra costs incurred in order to provide accommodation for staff where not feasible to avail of HSE provided staff accommodation.

*Note that the scheme will only reimburse additional cost incurred to replace core staff, and evidence will be required to demonstrate why additional staff were required to be eligible for reimbursement under the scheme.*

- Costs incurred in relation to infection prevention and control:
  - Additional education costs in relation to infection prevention and control required as a result of Covid-19 (excluding education provided by the HPSC and HSE, such as that provided through HSE LanD and Centres of Nursing Midwifery Education/Centres of Learning).
  - Additional laundry costs (excluding capital costs) incurred a result of a Covid-19 outbreak
  - Additional waste disposal costs (excluding capital costs) incurred a result of a Covid-19 outbreak
  - Additional disinfectant products required as a result of a Covid-19 outbreak
- Equipment purchased as a result of a Covid-19, as specified below:
  - Blood pressure monitors



- Drip stands
- Commodes
- Costs associated with equipment required to monitor temperatures

*Note that only expenses explicitly listed above will be eligible for reimbursement under the Scheme.*

*For the avoidance of doubt, total costs received under the Scheme via either the Standard Assistance Payment and / or the Outbreak Assistance Payment must be less than the total net increase in costs incurred by the nursing home in the given month. Note that the overall monthly cap of the lesser of twice the Standard Assistance Payment Cap for the month, or the amount of €75,000, is applicable to the above Scheme.*

*The above Scheme is subject to the associated Terms and Conditions of the COVID-19 Temporary Assistance Payment Scheme.*







**Fw: Video Conference with Minister Harris**  
Matthew O'Gorman to: Niall Redmond  
Cc: Joanne Lonergan

08/05/2020 13:05

From: Matthew O'Gorman/SLAINTE  
To: Niall Redmond/SLAINTE@SLAINTE  
Cc: Joanne Lonergan/SLAINTE@SLAINTE

Hi Niall

Did you see the attached?

Cheers

Matthew

Matthew O'Gorman  
Private Secretary  
Minister Harris' Private Office

An Roinn Sláinte  
Department of Health

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[matthew\\_ogorman@health.gov.ie](mailto:matthew_ogorman@health.gov.ie)

--- Forwarded by Matthew O'Gorman/SLAINTE on 08/05/2020 13:05 ---

From: Fiona Kenny <ea@nhi.ie>  
To: "Matthew\_OGorman@health.gov.ie" <Matthew\_OGorman@health.gov.ie>  
Cc: "Minister'sDiary@health.gov.ie" <Minister'sDiary@health.gov.ie>, "Niall\_Redmond@health.gov.ie" <Niall\_Redmond@health.gov.ie>, Tadhg Daly <tdaly@nhi.ie>  
Date: 08/05/2020 12:54  
Subject: FW: Video Conference with Minister Harris

Hi Matthew,

Please see NHI agenda for todays video conference and also NHI Testing roadmap for consideration.

Kind regards,  
Fiona

From: Fiona Kenny  
Sent: 08 May 2020 12:33  
To: Matthew\_OGorman@health.gov.ie  
Cc: Minister'sDiary@health.gov.ie; Niall\_Redmond@health.gov.ie; Tadhg Daly <TDaly@nhi.ie>  
Subject: RE: Video Conference with Minister Harris

Hi Matthew,

Yes 1.30pm is suitable and thank you.

NHI delegation Mary, Vicky, Albert and Seamus would like to participate on the call also.

Kind regards,  
Fiona

**From:** [Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie) <[Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie)>  
**Sent:** 08 May 2020 12:14  
**To:** Fiona Kenny <[ea@nhi.ie](mailto:ea@nhi.ie)>  
**Cc:** Minister'sDiary@health.gov.ie; [Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie); Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
**Subject:** Re: Video Conference with Minister Harris

Hi Fiona

I'm afraid that with the Government meeting today the Minister's availability has been severely lessened.

As such we are offering to meet at 1:30pm and I will issue invitations shortly.

Please note that NPHEAT may not have concluded by then so attendance on our side may be lower than the usual

Kind regards

Matthew

—  
**Matthew O'Gorman**  
*Private Secretary*  
*Minister Harris' Private Office*

—  
**An Roinn Sláinte**  
Department of Health

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From: "Fiona Kenny" <[ea@nhi.ie](mailto:ea@nhi.ie)>  
To: "[Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie)" <[Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie)>  
Date: 08/05/2020 10:39  
Subject: Video Conference with Minister Harris

Hi Matthew,

I hope you are well.

I am just wondering if there was a time set or any details for today's VC with Minister Harris?

Kind regards,  
Fiona Kenny  
EA to the CEO  
Ph: 01 4699801

\*\*\*\*\*  
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NHI Testing Roadmap.pdf NHI Agenda for Meeting with Minister Harris 8th May 2020.pdf

It is crucial that the below points are considered in relation to early detection of COVID-19 in Residential Care Facilities and timely communication of COVID-19 test results.

Tomás Ryan associate professor in the School of Biochemistry and Immunology at Trinity College Dublin, outlined in the Irish Times on Wednesday the 6<sup>th</sup> of May, 2020: *"A consistent daily delivery of fast test results is crucial if the information is to be acted upon and the positive cases isolated. While under lockdown, delayed test results are still useful for estimating the prevalence of SARS-CoV-2 in the population. But for the purposes of isolating infected carriers, delayed test results are next to useless."*

### Current Challenges

- High volume of COVID-19 test results outstanding – NHI feedback from members  
04/05/2020: 1081 resident and 1371 staff member results outstanding
- NHI survey conducted 06/05/2020 outlined 45% of nursing homes have incurred a wait of 5 days or more for results to be returned
- Inconsistencies in the communication of COVID-19 test results e.g.: communication received via phone call / text message / e-mail
- Calls being received from two separate laboratories
- Data Protection breaches in the communication of COVID-19 test results
- Asymptomatic positive staff working for days due to delays in results, risk of increased transmission to residents and staff

### Requirements

- Timely turnaround of test results – maximum 24 hours
- Clearly defined pathways in the testing of COVID free Residential Care Facilities and those facilities where there is a current COVID outbreak
  - Mass testing weekly where COVID outbreak for residents and staff
  - Mass testing every two weeks where there is currently no outbreak - Staff only
- Nurses trained in testing to carry out testing in the Nursing Home
- Each Nursing Home have an identified laboratory to send swabs to

- Structured referral process where Residential Care Facility are performing testing e.g.: swift queue
- Need to identify who is going to refer, is it GP/PIC for staff
- All results to be received through a structured process (excel sheet directed from Public Health)
- All results received by nominated individual e.g.: PIC
- Availability of swabbing test kits – currently being provided following contact with CHO



**NHI Agenda for Meeting with Minister Harris  
Friday 8<sup>th</sup> May 1.30pm-Videoconference**

1. **NPHET Recommendations**
  - Update from Minister
2. **Testing**
3. **PPE- Masks**
4. **Staffing**
5. **Insurance**
6. **COVID-19 Temporary Assistance Payment Scheme**
7. **AOB**

**From:** Tadhg Daly <tdaly@nhi.ie>  
**Sent:** Monday 11 May 2020 12:23  
**To:** Karl\_Duff@health.gov.ie  
**Cc:** Fiona Kenny; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan; Niall\_Redmond@health.gov.ie; Older People Operations  
**Subject:** RE: \*Confidential: Covid-19 Temporary Assistance Payments scheme - Outbreak Assistance  
**Attachments:** NHI Feedback to Dept of Health on Draft Outbreak Assistance 11 May 2020.pdf

Karl,

Ref my earlier email and our subsequent telephone call please find attached NHI feedback.

Can you confirm the status of Form B and arrangements for further consultation on the Outbreak Assistance process.

Thanks  
Tadhg

**From:** Tadhg Daly  
**Sent:** Monday 11 May 2020 08:52  
**To:** Karl\_Duff@health.gov.ie  
**Cc:** Fiona Kenny <ea@nhi.ie>; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall\_Redmond@health.gov.ie; Older People Operations <olderpeople.operations@hse.ie>  
**Subject:** RE: \*Confidential: Covid-19 Temporary Assistance Payments scheme - Outbreak Assistance

Good morning Karl,

I acknowledge receipt of draft document on the Outbreak Assistance Programme for consultation, NHI review and input.

I can confirm that I will revert to you with our initial comments today.

Can you confirm the status of Form B – Temporary Assistance Payment Scheme. I note that this has not been published and closing date is this Friday 15<sup>th</sup>.

When will you circulate Form B?

Thanks  
Tadhg

**From:** Karl\_Duff@health.gov.ie <Karl\_Duff@health.gov.ie>  
**Sent:** Friday 8 May 2020 21:54  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Fiona Kenny <ea@nhi.ie>; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall\_Redmond@health.gov.ie; Older People Operations <olderpeople.operations@hse.ie>  
**Subject:** \*Confidential: Covid-19 Temporary Assistance Payments scheme - Outbreak Assistance

Good evening Tadhg

Apologies for the late email.

As discussed recently and referred to in recent correspondence, please see attached an outline document on the Outbreak Assistance Payment. As you are aware this aspect of the Temporary Assistance Payments scheme is an





assistance payment for nursing homes that are experiencing a Covid-19 outbreak at their facility. The Outbreak Assistance acknowledges that the nursing homes managing a Covid-19 outbreak may be experiencing additional Covid-19 related costs above the limits set in the Standard Assistance Payment.

Whilst the Outbreak Assistance is somewhat similar in format to the standard payment the Outbreak Assistance incorporates a number of features that differ from the standard payment. Firstly, this payment is only open to nursing homes that have a Covid-19 outbreak as verified by HSE Public Health authorities, in the month being claimed for. Secondly, a business case will be required to be submitted to claim these additional costs, the business case is constituted by Form C (under development) and a statement that independently certifies these costs have been experienced by the applicant nursing home. Further details are in the attached outline.

Claims made to the Outbreak Assistance (combined with the standard payment) are subject to the overall monthly cap of the lesser of twice the Standard Assistance Payment Cap for the month, or the amount of €75,000. Unlike the standard assistance payment there will be no option for a prospective payment, all applications to the Outbreak Assistance will be retrospective.

Please note that this outline document is in draft format and should be treated as confidential. We would be grateful if you would review the attached document and provide any observations you may have on it.

Thanking you again for your engagement on this process.

Regards

Karl Duff  
Services for Older People

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Department of Health

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From: "Tadhg Daly" <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
To: "Karl Duff@health.gov.ie" <[Karl.Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie)>  
Cc: "Fiona Kenny" <[fk@nhi.ie](mailto:fk@nhi.ie)>, "Kathleen MacLellan@health.gov.ie" <[Kathleen.MacLellan@health.gov.ie](mailto:Kathleen.MacLellan@health.gov.ie)>, "Liam Slovan" <[Liam.Slovan@nigf.ie](mailto:Liam.Slovan@nigf.ie)>, "Niall Redmond@health.gov.ie" <[Niall.Redmond@health.gov.ie](mailto:Niall.Redmond@health.gov.ie)>, "Older People Operations" <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>  
Date: 07/05/2020 20:43  
Subject: Re: \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B - Confidential

Karl,

I note that a number of NHI proposed amendments have not been incorporated into Form B. Can you confirm final together with details of circulation?

We await consultation on the Outbreak Assistance Scheme and look forward to receive of draft documentation.

Best regards,  
Tadhg

On 7 May 2020, at 15:20, Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)> wrote:



Dear Karl,

I wish to acknowledge receipt of your email.  
As per my call just now I will review and revert this afternoon.

As discussed you will note from our memorandum of 5<sup>th</sup> May 2020 that we did in fact address at a high level the principles of the Outbreak Assistance Scheme. We await further detail on this element of the Scheme and I can confirm that we will engage in spirit of cooperation as we have done throughout this process.

In terms of the deadline of 15<sup>th</sup> May at this stage I note and welcome your comments below. As discussed we are highlighting that given the dates we cannot countenance a situation of a guillotine on applications and we need to monitor this situation.

Best regards,  
Tadhg

**From:** Karl Duff <Karl\_Duff@health.gov.ie>  
**Sent:** Thursday 7 May 2020 13:44  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Fiona Kenny <ea@nhi.ie>; Kathleen MacLellan <Kathleen\_MacLellan@health.gov.ie>; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall Redmond <Niall\_Redmond@health.gov.ie>; Older People Operations <olderpeople.operations@hse.ie>  
**Subject:** \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B - Confidential

Dear Tadhg,

I wish to thank Nursing Homes Ireland for its detailed feedback, as provided by you, on the Temporary Assistance Payment Scheme - Form B and on the scheme in general. As noted previously this forms part of the ongoing and active engagement between the Department and NHI.

#### **Form B**

You will appreciate that, as with any scheme utilising State funds, there is an obligation on the State to ensure that those funds are treated with care. To this end, the Department is under an obligation to collect data on expenditure within the Scheme, data which will assist with the reporting on the Scheme's overall operation and implementation, which is required to understand the practical working of the Scheme, and which may provide an indication of the efficacy of the Scheme.

While I understand your concerns regarding the administrative requirements in recording this data in form B, I believe in consultation with colleagues, that the data requested is not unreasonable and does not represent an onerous or excessive administrative burden on nursing homes that choose to apply to the scheme. I would also note that nursing home management as part of their role keep accurate records of staffing and rosters, a directory of residents and associated resident records, including whether residents have been transferred to another centre or hospital.

I would like to add that, on foot of your feedback, the data reporting requirement on the number of residents in the nursing home has been amended to reflect the current approach i.e. two months prior to month being claimed for, so for an April claim it will be February. Updated form attached, to be treated in confidence.

#### **Deadline extension**

It is anticipated that Form B will go live before the weekend, which will facilitate nursing home engagement with the process in advance of the deadline for receipt of Form B. However, I note from your correspondence today, Thursday 07 May, a request for the consideration of an extension to the Form B deadline was made. The Department and our colleagues in the HSE and NTPF are in principle open to extending the deadline for submission of Form B in May, we will give it some consideration and revert with a suitable extension period.

#### **Outbreak Assistance Payment**

It is my understanding that the HSE has been in contact with you regarding the outbreak assistance payment component of the Scheme and has been waiting for views from NHI on this component in the intervening period. In the absence of such, and given the importance of continuing development, the matter has been progressed in the interim. A document outlining the details of outbreak assistance payments will be made available to NHI on Friday 8 May for observations. The development of the claim form for the outbreak assistance payment is currently underway.

I wish to reiterate my appreciation of engagement from NHI on the above-mentioned Form B, and also to acknowledge feedback provided on the wider Scheme.



With thanks,

Regards

**Karl Duff**

Services for Older People

**An Roinn Sláinte**

Department of Health

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From: "Tadhg Daly" <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
To: "Karl Duff@health.gov.ie" <[Karl\\_Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie)>  
Cc: "Older People Operations" <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>, "Liam Sloyan" <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>, "Niall Redmond@health.gov.ie" <[Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie)>, "Fiona Kenny" <[ea@nhi.ie](mailto:ea@nhi.ie)>, "Kathleen MacLellan@health.gov.ie" <[Kathleen\\_MacLellan@health.gov.ie](mailto:Kathleen_MacLellan@health.gov.ie)>  
Date: 07/05/2020 11:36  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

---

Hi Karl,

I refer to ongoing engagement and consultation on Temporary Assistance Payments scheme.

I understand that a further Draft Form B is available for further input, can you forward asap. Closing date for Form B is fast approaching and we need to finalise. Once issued we can monitor and revert to you re closing date and the deadline. As you are aware Dept previously extended deadline in respect of Form A.

I also request draft Outbreak Assistance Scheme information and draft process/ application for consultation.

Best regards,  
Tadhg

**From:** Tadhg Daly  
**Sent:** Tuesday 5 May 2020 13:36  
**To:** [Karl\\_Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie)  
**Cc:** Older People Operations <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>; Liam Sloyan <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>; [Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie); Fiona Kenny <[ea@nhi.ie](mailto:ea@nhi.ie)>  
**Subject:** RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Karl,

Thank you for your email on Sunday 3<sup>rd</sup>.

Please find attached NHI response. We remain available for further consultation on the attached.

Thanks,  
Tadhg



Tadhg Daly  
Chief Executive  
e. [tdaly@nhi.ie](mailto:tdaly@nhi.ie)  
p. 01/4699800  
m. 087/2651934

<image001.jpg>

#### **NHI Care Awards 2020**

in association with Homecare Medical  
**Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm**

w. [www.nhicareawards.ie](http://www.nhicareawards.ie)  
e. [nhicareawards@eventpartners.ie](mailto:nhicareawards@eventpartners.ie)  
t. (01) 296 9394

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**From:** [Karl Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie) <[Karl\\_Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie)>  
**Sent:** Sunday 3 May 2020 13:51  
**To:** Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
**Cc:** Older People Operations <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>; Liam Slovan <[liam.slovan@ntpf.ie](mailto:liam.slovan@ntpf.ie)>;  
[Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie)  
**Subject:** Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Dear Tadhg

I trust this finds you well. I am writing to you today regarding the on-going engagement between this Department and your organisation regarding the temporary assistance payments scheme. As agreed please find attached to this email a draft version of form B. This document is nearing the final stage of its development and we would appreciate your observations on this form and would be grateful if the document could be considered confidential for now.

As previously advised the passing of the deadline for Form A applications, for any month, does not fully exclude an application for the month in question. The Form A process was specifically designed to allow for prospective payments in the month, to assist with early and timely provision of financial support in the month. A second, retrospective opportunity also exists "Retrospective Standard Assistance Reconciliation – Form B" whereby a nursing home may apply retrospectively for the previous month. The deadline for such applications is the 15th day of the following month. Form B is required in all cases whether an applicant has submitted a Form A or not. Form B will require additional information.

To be clear;

Form A deadline for April is now Monday 4th of May

Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

Where the amount assessed in Form B is greater than the amount paid under the Prospective Standard Assistance Payment process, Form A, the NTPF will advise that the difference is to be paid by the HSE to the Nursing Home. Where the amount assessed in Form B is less than the amount paid under the Form A, the NTPF will advise that the difference is owed to the HSE by the Nursing Home and may be deducted from any future payments from the HSE to the Nursing Home, including under this Scheme or under the NHSS or otherwise recouped as a contract debt. The HSE will make the final determination and pay or recoup the appropriate amount to or from the Nursing Home.

Also note as per published guide to the Scheme "In respect of an applicant's first application under Form B, it shall be





accompanied by the latest financial information. This financial information may include: Most recently filed accounts with the Companies Office; or where a Nursing Home is not required to file relevant accounts, relevant accounts, projections or business plans prepared by the Nursing Home should be submitted."  
[https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020\\_04\\_27.pdf](https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020_04_27.pdf)

Many thanks

Regards

Karl Duff

*Services for Older People*

An Roinn Sláinte

Department of Health

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[attachment "image001.jpg" deleted by Karl Duff/SLAINTE]

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Nursing Homes Ireland  
2051 Castle Drive, Citywest,  
Dublin 24, D24 K299.  
t. (01) 469 9800 | e. info@nhi.ie | nhi.ie

## MEMORANDUM

**To:** Kathleen McLellan, Assistant Secretary, Department of Health  
Sandra Tuohy, A.N.D Operations, Services for Older People, HSE

**cc.** Niall Redmond, Principal Officer, Dept of Health  
Karl Duff, Principal Officer, Dept of Health  
Liam Sloyan, CEO National Treatment Purchase Fund

**From:** Nursing Homes Ireland

**Date:** 11<sup>th</sup> May 2020

**Re:** Initial NHI feedback on Draft Outbreak Assistance

---

NHI acknowledge receipt of the draft Outbreak Assistance outline for our consultation and feedback.

### NHI General Comments:

- It is noted that the draft refers to outbreak confirmed by HSE Public Health Authorities. There is a requirement to include nursing homes that have had suspect cases and not only restricted to confirmed cases. In many cases the numbers of suspect cases were very significant. The additionality of activity and costs incurred are significant to address suspect cases (residents and staff) and maintain the nursing home Covid19 free.
- Assistance should apply from date of first swab of resident or staff member who was confirmed positive until the official date the outbreak ceases i.e. if outbreak started in March, costs incurred should qualify.
- Cap of €75,000 should not apply. Instead submitted data will be subject to audit. Other alternative if cap removal is not going to happen:
  - o Should be allowed carry over any excess and claim in the following period
- What is the definition of 'costs incurred': should be goods or services used. Not based on invoice date / pay date but date of use
- In the event that an occupancy figure is used to calculate the outbreak assistance payment this occupancy should be fixed from February occupancy with all residents counted so to not negatively impact Covid-19 homes experiencing sharp reductions in residents due to an outbreak/ suspected outbreak.



### **Staff costs**

- Reference is made to *only reimbursing for replacement of core staff*. It then states evidence will be required to demonstrate why additional staff were required to be eligible. This paragraph is contradictory and it should be clear that additional staffing costs, which includes agency costs, over above the normal will be reimbursed provided they are clearly linked to the outbreak.  
Following members experience of an outbreak, or suspected outbreak, staffing levels (mostly agency costs) were significantly higher than usual at times throughout the outbreak because of the increased care required by residents, the extra care required due to isolation and cohorting of residents, the fact that agency staff were not familiar with the residents and the home so more needed, where shortage of nurses on roster a higher number of carers needed to compensate, where management had to isolate, the increased cleaning needs, and following necessary IPC practices etc.
- Where staff are moved from one nursing home to support another home (group) during an outbreak, their costs need to be reimbursable for the home with the outbreak.
- Covid19 illness cover for staff where sick pay is not normally covered, and for amounts not reimbursed from other sources
- Exceptional costs reasonably incurred to support staff who are very sick due to Covid19 e.g. if staff member is hospitalised or passes away, supports provided to that staff member and their family
- Hiring of additional staff due to Covid19 Outbreak (i.e. Clinical assistance, accounting assistance, maintenance etc.)
- Extra shifts done by staff due to helping with the increased resident care requirements of a Covid19 outbreak in a home

### **Other costs:**

- PPE costs (used)
- Costs incurred to manage relationships with families (directly by phone and social media), the public and the media



- Oxygen supply costs
- Medical waste costs – for handling PPE and other medical waste
- Hygiene and deep cleaning for infection prevention and Covid containment
- Transport costs – additional transport costs from moving PPE (off site storage) and bringing residents and staff to hospitals for Covid related treatments
- Specialist wound care dressings
- thermometers
- bed linen
- huge amounts of bins
- Equipment for reimbursement:
  - o Tablets/laptops to allow families connect with residents and key staff to work from home e.g. PIC in isolation (even an apportionment of these quasi-capital costs e.g. 50% & reasonably and clearly incurred for the purposes of the outbreak)
  - o Equipment needed to allow proper cohorting of residents and staff e.g. kitchenette fittings e.g. microwave, kettle
- Additional administration costs linked to the outbreak

**11<sup>th</sup> May 2020**







(11)

**\*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential**

Karl Duff to: Tadhg Daly

12/05/2020 10:17

"Fiona Kenny", "Kathleen\_MacLellan@health.gov.ie", "Liam Sloyan", "Niall\_Redmond@health.gov.ie", "Older People Operations"

Hi Tadhg

Thank you for contacting me. Further to our conversation yesterday and previously to that on Friday last, I can confirm we are holding a meeting on the Scheme this morning with a significant focus on Form B. I expect progress will be made at this meeting and I will further update you on the position of Form B later today.

—  
Regards

Karl Duff  
Services for Older People

—  
An Roinn Sláinte  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
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Tadhg Daly ---12/05/2020 07:48:37---Good morning Karl, I am concerned that Form B has not been finalised and circulated.

From: Tadhg Daly <tdaly@nhl.ie>  
To: "Karl\_Duff@health.gov.ie" <Karl\_Duff@health.gov.ie>  
Cc: Older People Operations <olderpeople.operations@hse.ie>, Liam Sloyan <liam.sloyan@ntpf.ie>, "Niall\_Redmond@health.gov.ie" <Niall\_Redmond@health.gov.ie>, Fiona Kenny <ea@nhl.ie>, "Kathleen\_MacLellan@health.gov.ie" <Kathleen\_MacLellan@health.gov.ie>  
Date: 12/05/2020 07:48  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Good morning Karl,

I am concerned that Form B has not been finalised and circulated.  
As you are aware the closing date for submission is this Friday 15<sup>th</sup>  
There has been no further communication from Dept/ HSE/ NTPF and we are receiving an increasing number of call from nursing homes.

I will call you this morning to discuss.

Thanks  
Tadhg

From: Tadhg Daly



Sent: Thursday 7 May 2020 11:32

To: 'Karl\_Duff@health.gov.ie' <Karl\_Duff@health.gov.ie>

Cc: 'Older People Operations' <olderpeople.operations@hse.ie>; 'Liam Sloyan' <liam.sloyan@ntpf.ie>; 'Niall\_Redmond@health.gov.ie' <Niall\_Redmond@health.gov.ie>; Fiona Kenny <ea@nhi.ie>; Kathleen\_MacLellan@health.gov.ie

Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Hi Karl,

I refer to ongoing engagement and consultation on Temporary Assistance Payments scheme.

I understand that a further Draft Form B is available for further input, can you forward asap. Closing date for Form B is fast approaching and we need to finalise. Once issued we can monitor and revert to you re closing date and the deadline. As you are aware Dept previously extended deadline in respect of Form A.

I also request draft Outbreak Assistance Scheme information and draft process/ application for consultation.

Best regards,  
Tadhg

From: Tadhg Daly

Sent: Tuesday 5 May 2020 13:36

To: Karl\_Duff@health.gov.ie

Cc: Older People Operations <olderpeople.operations@hse.ie>; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall\_Redmond@health.gov.ie; Fiona Kenny <ea@nhi.ie>

Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Karl,

Thank you for your email on Sunday 3<sup>rd</sup>.

Please find attached NHI response. We remain available for further consultation on the attached.

Thanks,  
Tadhg

Tadhg Daly

Chief Executive

e. [tdaly@nhi.ie](mailto:tdaly@nhi.ie)

p. 01/4699800

m. 087/2651934

Nursing Homes Ireland

**nhi**

2051 Castle Drive, Citywest,  
Dublin 24, D24 K299.  
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[nhi.ie](http://nhi.ie)

NHI Care Awards 2020

in association with Homecare Medical

Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm

w. [www.nhicareawards.ie](http://www.nhicareawards.ie)

e. [nhicareawards@eventpartners.ie](mailto:nhicareawards@eventpartners.ie)

t. (01) 296 9394

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From: [Karl Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie) <[Karl\\_Duff@health.gov.ie](mailto:Karl_Duff@health.gov.ie)>

Sent: Sunday 3 May 2020 13:51

To: Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>

Cc: Older People Operations <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>; Liam Sloyan <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>; [Niall\\_Redmond@health.gov.ie](mailto:Niall_Redmond@health.gov.ie)

Subject: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Dear Tadhg

I trust this finds you well. I am writing to you today regarding the on-going engagement between this Department and your organisation regarding the temporary assistance payments scheme. As agreed please find attached to this email a draft version of form B. This document is nearing the final stage of its development and we would appreciate your observations on this form and would be grateful if the document could be considered confidential for now.

As previously advised the passing of the deadline for Form A applications, for any month, does not fully exclude an application for the month in question. The Form A process was specifically designed to allow for prospective payments in the month, to assist with early and timely provision of financial support in the month. A second, retrospective opportunity also exists "Retrospective Standard Assistance Reconciliation – Form B" whereby a nursing home may apply retrospectively for the previous month. The deadline for such applications is the 15th day of the following month. Form B is required in all cases whether an applicant has submitted a Form A or not. Form B will require additional information.

To be clear;

Form A deadline for April is now Monday 4th of May

Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

Where the amount assessed in Form B is greater than the amount paid under the Prospective Standard Assistance Payment process, Form A, the NTPF will advise that the difference is to be paid by the HSE to the Nursing Home. Where the amount assessed in Form B is less than the amount paid under the Form A, the NTPF will advise that the difference is owed to the HSE by the Nursing Home and may be deducted from any future payments from the HSE to the Nursing Home, including under this Scheme or under the NHSS or otherwise recouped as a contract debt. The HSE will make the final determination and pay or recoup the appropriate amount to or from the Nursing Home.

Also note as per published guide to the Scheme "In respect of an applicant's first application under Form B, it shall be accompanied by the latest financial information. This financial information may include: Most recently filed accounts with the Companies Office; or where a Nursing Home is not required to file relevant accounts, relevant accounts, projections or business plans prepared by the Nursing Home should be submitted."

[https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020\\_04\\_27.pdf](https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020_04_27.pdf)

Many thanks

—  
Regards



Karl Duff  
Services for Older People

—  
An Roinn Sláinte  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Iochtarach, Baile Átha Cliath, D02 XW14  
Block 1, Miesian Plaza, 50 - 58 Lower Baggot Street, Dublin, D02 XW14

—  
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.....





12



FW: Re:Today 12th May Video Conference with Minister HarrisFiona Kenny to:  
Matthew\_OGorman@health.gov.ie 12/05/2020 12:14  
Cc: "Minister'sDiary@health.gov.ie"  
From: "Fiona Kenny" <ea@nhi.ie>  
To: "Matthew\_OGorman@health.gov.ie" <Matthew\_OGorman@health.gov.ie>  
Cc: "Minister'sDiary@health.gov.ie" <Minister'sDiary@health.gov.ie>

## 2 Attachments



NHI Agenda for Meeting with Minister Harris 12th May 2020.pdf



Visitor Restrictions\_DRAFT for discussion 30 April 2020.pdf

Hi Matthew,

Please find attached NHI Agenda for today's video conference along with NHI Draft Document on visitor restrictions for discussion.

Thanks  
Fiona

**From:** Fiona Kenny  
**Sent:** 12 May 2020 09:29  
**To:** Matthew\_OGorman@health.gov.ie  
**Cc:** Minister'sDiary@health.gov.ie  
**Subject:** RE: Re:Today 12th May Video Conference with Minister Harris

Hi Matthew,

Yes 4pm suits the NHI delegation.

Thanks  
Fiona

**From:** [Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie) <[Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie)>  
**Sent:** 12 May 2020 09:13  
**To:** Fiona Kenny <[ea@nhi.ie](mailto:ea@nhi.ie)>  
**Cc:** Minister'sDiary@health.gov.ie  
**Subject:** Re:Today 12th May Video Conference with Minister Harris

Hi Fiona

I think we are looking at 4pm for today's vc

I'll try get confirmation as soon as I can but you might just check that with your attendees

Cheers

Matthew

Sent from IBM Notes Traveler

Fiona Kenny --- Today 12th May Video Conference with Minister Harris ---

From: "Fiona Kenny" <ga@nhi.ie>  
To: [Matthew\\_OGorman@health.gov.ie](mailto:Matthew_OGorman@health.gov.ie)  
Date: Tue, 12 May 2020 9:07 AM  
Subject: Today 12th May Video Conference with Minister Harris

---

Good Morning Matthew,

I hope this finds you well.

I am seeking details of todays video conference with Minister Harris.

I look forward to hearing from you.

Kind regards,  
Fiona Kenny  
EA to the CEO  
Ph: 01 4699801

\*\*\*\*\*  
Email Disclaimer and; Legal Notice: <http://health.gov.ie/email-disclaimer/>  
\*\*\*\*\*



**NHI Agenda for Meeting with Minister Harris  
Tuesday 12<sup>th</sup> May 4pm – Videoconference**

- 1. NPHE**
  - Update from Minister
- 2. Testing**
  - Update on testing/ turnaround times/ retesting/ nursing home swabbing
- 3. PPE**
  - Masks
- 4. GP Cover for Nursing Home Residents**
- 5. Easing Visitor Restrictions**
  - NHI discussion paper
- 6. Insurances**
- 7. Mortality Survey**
- 8. Admissions to NH from Acute Hospitals/ Community**
  - Policy and procedures
- 9. Staffing**
  - Workforce planning/ overseas recruitment/ HCA
- 10. COVID-19 Temporary Assistance Payment Scheme**
  - Update on figures/ applications/ approvals/ FAQ
  - Form B – awaited, closing date 15<sup>th</sup>
  - Outbreak Assistance Scheme
  - Isolation units/ rooms
  - Non NHSS residents
  - Disputes and Reviews
- 11. AOB**



## **Discussion Document**

### **Easing Visitor Restrictions in Nursing Homes – Covid19**

On Friday 6<sup>th</sup> March 2020 Visitor Restrictions were announced by Nursing Homes Ireland for the protection of nursing home residents and staff. These included no non-essential visiting, children or groups allowed, with special provision for end of life care. NHI also asked that all visitors contact prior to attending. Visitors should only seek to attend in urgent circumstances and the management reserve the right to impose full restrictions where necessary.

The leadership by NHI was critical in early March and we now need to consider an approach on easing visitor restrictions.

As we move through this crisis and note that this virus may be with us until at least early 2021, NHI must discuss a plan on when and how these visitor restrictions will be eased and what this will look like for residents, families and our members. We must be cognisant of both the health and wellbeing of the residents and staff but also that many families have not seen their loved ones for a number of weeks now.

Nursing Homes Ireland is monitoring the evolving situation on an ongoing basis and is in continuous contact with Minister for Health, Department of Health, HSE and all relevant health authorities on the guidance.

We are aware that our nursing homes will need clear guidance on when and how to ease/lift these restrictions.

Below listed some potential items for discussion on how members could plan for a policy and procedure on easing visitor restrictions. NHI propose engagement with Department of Health, NPHE, HSE Public Health, HSE Operations, HIQA and other key stakeholders.

These DRAFT measures are all based on the premise that NPHE recommend that visitor restrictions are eased together with a more effective, timely process of testing (24 hour results) and contact tracing system. A consistent daily delivery of fast test results is crucial if the information is to be acted upon and the positive cases isolated.

1. Nursing Homes may be based on a scale rating with a 5 level scale with 5 being total lock down as we are today and 1 being open door visiting as it was prior to March 6th. The draft measures here could relate to the level 4 measures and any lifting on these measures would relate to level 3 and then so on.
2. Visitor Restrictions should remain in place in all centres that are Covid19 Positive for a period of time that will be agreed with Public Health.
3. Visits should be for a maximum duration of (15/30) minutes to allow as many visitors as possible access. This should be reviewed on a weekly basis.
4. Covid19 Status of each nursing home needs to be verified (NAS testing and results) prior to easing/ lifting visitor restrictions.
5. Visits should be booked to commence on the hour or the half hour, allowing the extra time for donning and doffing of PPE.
6. It will be necessary to get confirmation that visits may take place from insurance companies for Public Liability and Employers Liability perspective.
7. An appropriate risk assessment should be done when people arrive and the staff member greets them at the door.
8. Screening must be completed for all visitors prior to entry. Visitors will have their temperature checked upon arrival at the centre and must inform the nursing home staff if they feel unwell or have had sudden onset of any of the following, respiratory illness / cough / shortness of breath / fever.
9. Visitors must inform the nursing home staff where they have been in close contact with a suspected / probable COVID-19 case within the last 14 days.
10. Visitors must wash their hands upon entering and leaving the nursing home.
11. Social distancing will need to be maintained at all times.
12. No children under the age of 18 are allowed to visit.
13. No refreshments will be made available to visitors during the course of the visit.
14. Any visitors showing up in an unplanned manner will be refused admission.
15. Strict control of overall number of visits to the nursing home each day, with prearranged appointment times. Visitors that are late will not be admitted; visitors that are early will need to wait until their pre-booked time.

16. Consider ease of access and egress when deciding on the policy – access should be only through the front door/main entrance.
17. Visitors will need to be escorted from the entrance(s) to the residents rooms and back again when they are leaving.
18. Visits will be facilitated where appropriate based on size and access outside in the nursing home garden or in the nursing home patio. Social distancing requirements must be adhered to.
19. Sign in books will be completed by Reception staff upon the arrival of the visitor.
20. Visitors will not be able to use the nursing homes restrooms. If visitors do need to use restrooms they should use the en-suite bathroom facilities during their visits due to potential for infection.
21. Visits should not take place in multi-occupancy rooms.
22. No more than one visitor per resident per visit is strictly observed and that it is the same person each time i.e. the nominated representative
23. Restrict visits to 1 per week per resident in the first two weeks scaling it up very gradually after that.
24. PPE for visitors needs to be supplied by nursing home, they will need at a minimum a plastic apron, a surgical mask & gloves.
25. Time of visits – Visits should only take place during the day when the main cohort of staff are on duty and away from meal times. Suggest 10.00 – 12.00 & 14.00-16.30.
26. Visits will be fully restricted again if in the opinion of the Person In Charge/Registered Provider it is prudent to do so.
27. Visitors found flouting the rules will be asked to leave and will not/ may not be allowed back into the nursing home.
28. Separate arrangements will be in place for those who are visiting residents at end of life.

**Policy regularly reviewed.**

**28<sup>th</sup> April 2020**

**From:** Tadhg Daly <tdaly@nhi.ie>  
**Sent:** Thursday 14 May 2020 12:44  
**To:** Niall\_Redmond@health.gov.ie  
**Cc:** Fiona Kenny; Karl\_Duff@health.gov.ie; olderpeople.operations@hse.ie; Kathleen\_MacLellan@health.gov.ie  
**Subject:** RE: Covid-19 Temporary Assistance Payment Scheme

Niall,

I refer to our regular twice weekly meetings with Minister Harris and the standing agenda item of the Temporary Assistance Payment Scheme in particular non NHSS residents.

I acknowledge commitment of Minister, Department and HSE in addressing this matter and again the NHI position is that all nursing home residents must be included in the Scheme.

I note and acknowledge from our meetings that Department of Health are engaged in a process on this matter and request an update on the progress at your earliest convenience.

Thanks  
Tadhg

**From:** Tadhg Daly  
**Sent:** Wednesday 29 April 2020 12:52  
**To:** Niall\_Redmond@health.gov.ie  
**Cc:** Fiona Kenny <ea@nhi.ie>; Karl\_Duff@health.gov.ie; olderpeople.operations@hse.ie  
**Subject:** RE: Covid-19 Temporary Assistance Payment Scheme

Hi Niall,

I refer to our meeting with Minister Harris yesterday afternoon and our subsequent telephone conversation. The NHI position is clear that the Covid-19 Temporary Assistance Payment Scheme is provided for all nursing home residents.

We welcome confirmation once again that the Minister and Department are engaged in a process specifically in respect of the funding of non NHSS residents under the Covid-19 Temporary Assistance Payment Scheme. As agreed I committed to revert to you on the process of validating such data as per our discussion with Minister.

As I proposed the data is validated under Health Act 2007 (Registration of Designated Centres for Older People) Regulations 2015. Under the Regulations (S.I. No. 61 of 2015) the registered provider declares to the Authority, by the 15th day of the calendar month in which the instalment falls due, the number of residents that are accommodated at the designated centre.

I look forward to engagement and update on this as per Ministers commitment.

Thanks  
Tadhg

**From:** Niall\_Redmond@health.gov.ie <Niall\_Redmond@health.gov.ie>  
**Sent:** Monday 27 April 2020 20:45  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Fiona Kenny <ea@nhi.ie>; Karl\_Duff@health.gov.ie; 'Liam Sloyan' <liam.sloyan@ntpf.ie>;





[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie); [sandra.tuohy@hse.ie](mailto:sandra.tuohy@hse.ie)

**Subject:** RE: Covid-19 Temporary Assistance Payment Scheme

**Importance:** High

Tadhg

Please find attached final versions of the relevant documentation which are now in the process of going live. Documents should be available on the NTPF website overnight and the process will reopen for applications in the morning. I will let you know when this happens.

Thanks,

Niall

---

**From:** "Tadhg Daly" <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
**To:** "Niall Redmond@health.gov.ie" <[Niall.Redmond@health.gov.ie](mailto:Niall.Redmond@health.gov.ie)>  
**Cc:** "Liam Sloyan" <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>, "[sandra.tuohy@hse.ie](mailto:sandra.tuohy@hse.ie)" <[sandra.tuohy@hse.ie](mailto:sandra.tuohy@hse.ie)>, "[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)" <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>, "[Karl.Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie)" <[Karl.Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie)>, "Fiona Kenny" <[ea@nhi.ie](mailto:ea@nhi.ie)>  
**Date:** 26/04/2020 16:18  
**Subject:** RE: Covid-19 Temporary Assistance Payment Scheme

---

Good afternoon Niall,

Thank you for providing the revised draft suite of documentation in respect COVID-19 Temporary Assistance Payment Scheme established by the Minister.

I can confirm that NHI engaged with HSE this afternoon on matters of clarification on the draft and I understand HSE will revert Department of Health on same. I look forward to receipt of final draft documentation at the earliest opportunity so that we are in a position to finalise and subsequently circulate the links to the application process and nursing homes can submit applications.

As you state the priority now is to open the Scheme to application and ensure immediate processing and payment of approved applications.

As per Ministerial commitment we look forward to regular and ongoing consultation on the Scheme (prospective and retrospective elements) and crucially on the Outbreak Assistance Payment element.

We are meeting Minister again on Tuesday and look forward to updates on the non NHSS residents.

This together with continued engagement and consultation as per Ministers commitment in the best interest of all nursing home residents and staff.

Best regards,

Tadhg

---

**From:** [Niall Redmond@health.gov.ie](mailto:Niall.Redmond@health.gov.ie) <[Niall.Redmond@health.gov.ie](mailto:Niall.Redmond@health.gov.ie)>  
**Sent:** Saturday 25 April 2020 22:27  
**To:** Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
**Cc:** 'Liam Sloyan' <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>; [sandra.tuohy@hse.ie](mailto:sandra.tuohy@hse.ie); [olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie); [Karl.Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie)  
**Subject:** Covid-19 Temporary Assistance Payment Scheme  
**Importance:** High

Dear Tadhg,

I refer further to our ongoing engagements with regard to the COVID-19 Temporary Assistance Payment Scheme established by the Minister.



Firstly, I wish to thank you for your submitted Memorandum in relation to the Scheme and the observations made by Nursing Homes Ireland (NHI) in respect of same.

As discussed yesterday, the feedback has been considered in the context of the extensive Scheme process development and engagement work that is ongoing by the HSE, the NTPF and the Department.

Since previous discussions, we have further developed the clarifications around the operation of the Scheme, which set out in greater specification the roles and responsibilities of the parties administering Scheme. In doing so, we have also been able to introduce clarifications and in some cases, revisions to Scheme terms and conditions. To that end we continue to aim to strike the balance between the effective operation of the Scheme and with meeting necessary requirements with regard to the expenditure of public monies.

In that regard, I now attach draft revised and extended Scheme documentation for your information.

In terms of key highlights with regard to clarifications introduced, please note:

- the roles of the primary agencies are set out in further detail, outlining the role of the NTPF in providing support and advice with respect to certain aspects of the Scheme, and the role of the HSE with regard to decision-making on Scheme applications and with regard to the issuing of payments;
- the reduction in the scope of the variation condition;
- the exclusion of the indemnity/liability condition;
- the HSE will include a review process with regard to disputes with the appointment of an independent expert to take submissions from the HSE and the relevant nursing home in respect of their contention. The reviewer will make non-binding decisions in respect of disputes;
- clarification regarding named agencies who will need to share data and the specified purpose of sharing, being the full and proper implementation of the Scheme;
- clarification regarding guidance including the change with regard to admissions and readmissions requirements;
- clarification that the requirement for nursing home applicants to provide independent certification of costs incurred relates only to the outbreak assistance component of the Scheme (i.e. is not required for the standard assistance payment);
- it continues to be the case that documentary evidence etc. of claims being made is not required to accompany first application for prospective payment, this will be managed retrospectively through the reconciliation process and via the required audit processes. This means that on first application for prospective payment, the completed application form may be reviewed promptly and where approved, support can be promptly paid. The commitment of the HSE and the NTPF to support this is demonstrated by the fact that a first group of applications were approved and support funding was in nursing home bank accounts within about 48 hours of receipt of applications. Those applicant nursing homes have enjoyed the benefit of funding support from a very early stage.

We are happy to receive any further feedback, however, we are anxious to proceed and publish the clarification and revised documents so that we can quickly engage with nursing homes who wish to participate in the Scheme and ensure the continued timely processing and payment of approved applications.

These documents will undergo final proof read prior to publication.

Regards

Niall





RE: \*Confidential: RE: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential  
Tadhg Daly to: Niall\_Redmond@health.gov.ie  
14/05/2020 20:57

Cc: "Fiona Kenny", "Karl\_Duff@health.gov.ie",  
"Kathleen\_MacLellan@health.gov.ie", "Liam Sloyan",  
"ministersoffice@health.gov.ie", "Older People Operations"  
From: "Tadhg Daly" <tdaly@nhi.ie>  
To: "Niall\_Redmond@health.gov.ie" <Niall\_Redmond@health.gov.ie>  
Cc: "Fiona Kenny" <ea@nhi.ie>, "Karl\_Duff@health.gov.ie"  
<Karl\_Duff@health.gov.ie>, "Kathleen\_MacLellan@health.gov.ie"  
<Kathleen\_MacLellan@health.gov.ie>, "Liam Sloyan" <liam.sloyan@ntpf.ie>,  
"ministersoffice@health.gov.ie" <ministersoffice@health.gov.ie>, "Older People  
Operations" <olderpeople.operations@hse.ie>  
History:

This message has been forwarded.

Niall,

Thank you for confirmation of communication as per our earlier telephone conversation.  
I acknowledge confirmation that the initial deadline of tomorrow 15<sup>th</sup> has been rescinded.

The absence of clarity on application and deadlines is far from ideal given the pressures nursing homes are currently experiencing.

I acknowledge commitment to further consultation with NHI to expedite matters and issue final communication to ensure the necessary financial supports are delivered on without any further delay.

Speak tomorrow,

Thanks

Tadhg

From: Niall\_Redmond@health.gov.ie <Niall\_Redmond@health.gov.ie>  
Sent: Thursday 14 May 2020 18:20  
To: Tadhg Daly <tdaly@nhi.ie>  
Cc: Fiona Kenny <ea@nhi.ie>; Karl\_Duff@health.gov.ie; Kathleen\_MacLellan@health.gov.ie; Liam Sloyan <liam.sloyan@ntpf.ie>; ministersoffice@health.gov.ie; Older People Operations <olderpeople.operations@hse.ie>  
Subject: \*Confidential: RE: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Hi Tadhg,

Thanks for the discussions earlier today.

I can confirm that a communication is issuing to nursing homes and a notice is being published on the Scheme websites to the effect that:

*Details of the Outbreak assistance payments of the Temporary Assistance Scheme is close to being finalised. Documentation in relation to this, including the relevant application form will be published in the coming days. FORM B will be published with this suite of new documentation. The deadline for FORM B applications (15th May) is rescinded and a new deadline will be published accompanying the documentation. An update will be communicated once the documentation is published.*

As discussed, we are working through a number of the final technical details for the outbreak assistance scheme and others, and it makes the most sense to combine all of the final elements together in a single



publication to mitigate confusion with regard to the suite of Scheme documentation.

I will keep you updated on the developments over the coming days.

Regards  
Niall

---

From: Tadhg Daly <tadh@nhi.ie>  
To: "Karl Duff@health.gov.ie" <Karl.Duff@health.gov.ie>  
Cc: Fiona Kenny <ea@nhi.ie>, "Kathleen MacLellan@health.gov.ie" <Kathleen.MacLellan@health.gov.ie>, Liam Sloyan <liam.sloyan@ntpf.ie>, "Niall Redmond@health.gov.ie" <Niall.Redmond@health.gov.ie>, Older People Operations <olderpeople.operations@hse.ie>, "ministersoffice@health.gov.ie" <ministersoffice@health.gov.ie>  
Date: 14/05/2020 09:54  
Subject: RE: \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

---

Good morning Karl,

I am taking this opportunity of contacting you again as we remain very concerned at the absence of communication on Form B and the Outbreak Assistance Scheme.

The Terms and Conditions of the Scheme are clear on the requirement to submit claim *"On or before the 15th day of the month following the month in respect of which an application is being made, a Nursing Home must submit a Statement of Additional Allowable Costs."*

The lack of communication together with finalisation and publication of Form B (and Outbreak Assistance) is not acceptable given that as of now the deadline remains tomorrow Friday 15<sup>th</sup> May.

Can you revert as a priority so that we are in a position to advise nursing homes accordingly. I will make myself available this morning for a call to advance.

Best regards,  
Tadhg

---

From: Tadhg Daly  
Sent: Tuesday 12 May 2020 14:56  
To: Karl Duff@health.gov.ie  
Cc: Fiona Kenny <ea@nhi.ie>; Kathleen MacLellan@health.gov.ie; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall Redmond@health.gov.ie; Older People Operations <olderpeople.operations@hse.ie>  
Subject: RE: \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Hi Karl,

As you will appreciate we are receiving large numbers of calls on the Scheme.

In respect of responses to applications for Form A we acknowledge the fact that 150 will have received payment by HSE on Friday last. We appreciate the fact that there are up to 200 applications in process however many nursing homes that have applied under Form A have received no communication on the status of their application, no acknowledgement. Members are also reporting difficulty in contacting NTPF and reporting no response to calls and or emails.

In respect of Form B we await final draft for comment and expect the proposed deadline of this Friday 15<sup>th</sup> May will be extended in line with delayed publication of this Form B.  
With regard to the *Outbreak Assistance Payment*, again we await further draft for consultation and we also need to





discuss and agree the process and timelines.

In that respect I again take this opportunity to request that all three forms need to be published immediately to ensure the Scheme is addressed in its totality and nursing homes have clear information of the entirety of the Scheme.

Finally we await confirmation on the non NHSS residents being included under the Scheme.

Thanks,  
Tadhg

From: [Karl Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie) <[Karl.Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie)>  
Sent: Tuesday 12 May 2020 10:18  
To: Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
Cc: Fiona Kenny <[ea@nhi.ie](mailto:ea@nhi.ie)>; Kathleen MacLellan@health.gov.ie; Liam Sloyan <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>;  
[Niall.Redmond@health.gov.ie](mailto:Niall.Redmond@health.gov.ie); Older People Operations <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>  
Subject: \*Confidential: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Hi Tadhg

Thank you for contacting me. Further to our conversation yesterday and previously to that on Friday last, I can confirm we are holding a meeting on the Scheme this morning with a significant focus on Form B. I expect progress will be made at this meeting and I will further update you on the position of Form B later today.

Regards

Karl Duff  
Services for Older People

An Roinn Sláinte  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Iochtarach, Baile Átha Cliath, D02 XW14  
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From: Tadhg Daly <[tdaly@nhi.ie](mailto:tdaly@nhi.ie)>  
To: "Karl.Duff@health.gov.ie" <[Karl.Duff@health.gov.ie](mailto:Karl.Duff@health.gov.ie)>  
Cc: Older People Operations <[olderpeople.operations@hse.ie](mailto:olderpeople.operations@hse.ie)>, Liam Sloyan <[liam.sloyan@ntpf.ie](mailto:liam.sloyan@ntpf.ie)>, "Niall.Redmond@health.gov.ie" <[Niall.Redmond@health.gov.ie](mailto:Niall.Redmond@health.gov.ie)>, Fiona Kenny <[ea@nhi.ie](mailto:ea@nhi.ie)>, "Kathleen MacLellan@health.gov.ie" <[Kathleen.MacLellan@health.gov.ie](mailto:Kathleen.MacLellan@health.gov.ie)>  
Date: 12/05/2020 07:48  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Good morning Karl,

I am concerned that Form B has not been finalised and circulated.  
As you are aware the closing date for submission is this Friday 15<sup>th</sup>  
There has been no further communication from Dept/ HSE/ NTPF and we are receiving an increasing number of call from nursing homes.

I will call you this morning to discuss.

Thanks  
Tadhg



From: Tadhg Daly  
Sent: Thursday 7 May 2020 11:32  
To: 'Karl\_Duff@health.gov.ie' <Karl\_Duff@health.gov.ie>  
Cc: 'Older People Operations' <olderpeople.operations@hse.ie>; 'Liam Sloyan' <liam.sloyan@ntpf.ie>; 'Niall\_Redmond@health.gov.ie' <Niall\_Redmond@health.gov.ie>; Fiona Kenny <ea@nhi.ie>; Kathleen\_MacLellan@health.gov.ie  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Hi Karl,

I refer to ongoing engagement and consultation on Temporary Assistance Payments scheme.

I understand that a further Draft Form B is available for further input, can you forward asap. Closing date for Form B is fast approaching and we need to finalise. Once issued we can monitor and revert to you re closing date and the deadline. As you are aware Dept previously extended deadline in respect of Form A.

I also request draft Outbreak Assistance Scheme information and draft process/ application for consultation.

Best regards,  
Tadhg

From: Tadhg Daly  
Sent: Tuesday 5 May 2020 13:36  
To: Karl\_Duff@health.gov.ie  
Cc: Older People Operations <olderpeople.operations@hse.ie>; Liam Sloyan <liam.sloyan@ntpf.ie>; Niall\_Redmond@health.gov.ie; Fiona Kenny <ea@nhi.ie>  
Subject: RE: Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Karl,

Thank you for your email on Sunday 3<sup>rd</sup>.

Please find attached NHI response. We remain available for further consultation on the attached.

Thanks,  
Tadhg

Tadhg Daly  
Chief Executive  
e. [tdaly@nhi.ie](mailto:tdaly@nhi.ie)  
p. 01/4699800  
m. 087/2651934

Nursing Homes Ireland  
2051 Castle Drive, Citywest,  
Dublin 24, D24 K299.  
t. (01) 469 9800  
e. [info@nhi.ie](mailto:info@nhi.ie)  
[nhi.ie](http://nhi.ie)



NHI Care Awards 2020  
in association with Homecare Medical  
Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm

w. [www.nhicareawards.ie](http://www.nhicareawards.ie)  
e. [nhicareawards@eventpartners.ie](mailto:nhicareawards@eventpartners.ie)  
t. (01) 296 9394

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**From:** Karl Duff <Karl.Duff@health.gov.ie>  
**Sent:** Sunday 3 May 2020 13:51  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Older People Operations <olderpeople.operations@hse.ie>; Liam Slovan <liam.slovan@ntpf.ie>;  
 Niall Redmond <Niall.Redmond@health.gov.ie>  
**Subject:** Temporary Assistance Payments scheme - Draft Form B for observations - Confidential

Dear Tadhg

I trust this finds you well. I am writing to you today regarding the on-going engagement between this Department and your organisation regarding the temporary assistance payments scheme. As agreed please find attached to this email a draft version of form B. This document is nearing the final stage of its development and we would appreciate your observations on this form and would be grateful if the document could be considered confidential for now.

As previously advised the passing of the deadline for Form A applications, for any month, does not fully exclude an application for the month in question. The Form A process was specifically designed to allow for prospective payments in the month, to assist with early and timely provision of financial support in the month. A second, retrospective opportunity also exists "Retrospective Standard Assistance Reconciliation - Form B" whereby a nursing home may apply retrospectively for the previous month. The deadline for such applications is the 15th day of the following month. Form B is required in all cases whether an applicant has submitted a Form A or not. Form B will require additional information.

To be clear;

Form A deadline for April is now Monday 4th of May

Form B deadline for April is 15th May

It is important to note that documentary evidence (including for example, invoices) are not required to be submitted with Form A nor will it be required with regard to Form B.

Where the amount assessed in Form B is greater than the amount paid under the Prospective Standard Assistance Payment process, Form A, the NTPF will advise that the difference is to be paid by the HSE to the Nursing Home. Where the amount assessed in Form B is less than the amount paid under the Form A, the NTPF will advise that the difference is owed to the HSE by the Nursing Home and may be deducted from any future payments from the HSE to the Nursing Home, including under this Scheme or under the NHSS or otherwise recouped as a contract debt. The HSE will make the final determination and pay or recoup the appropriate amount to or from the Nursing Home.

Also note as per published guide to the Scheme "In respect of an applicant's first application under Form B, it shall be accompanied by the latest financial information. This financial information may include: Most recently filed accounts with the Companies Office; or where a Nursing Home is not required to file relevant accounts, relevant accounts, projections or business plans prepared by the Nursing Home should be submitted."

[https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020\\_04\\_27.pdf](https://www.ntpf.ie/home/Covid-19/Published%20Covid-19%20Temporary%20Assistance%20Scheme%20Procedures%202020_04_27.pdf)

Many thanks

Regards

Karl Duff  
 Services for Older People

An Roinn Sláinte  
 Department of Health

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**NHI Agenda for Meeting with Minister Harris  
Tuesday 19<sup>th</sup> May 2.30pm-Videoconference**

1. **NPfET Recommendations**
  - Update from Minister
  - Update on easing Visitor Restrictions
2. **Testing**
  - Retesting roadmap
3. **PPE**
4. **Insurances**
5. **Admissions from Acute Hospitals and Discharges**
6. **Workforce planning – Working Group**
7. **COVID-19 Temporary Assistance Payment Scheme**
  - Update on figures/ applications/ approvals
  - Form B and Outbreak Assistance
  - Isolation units/ rooms
  - Non NHSS
8. **AOB**



**\*Confidential: Temporary Assistance Payment Scheme**

Niall Redmond to: "Tadhg Daly"  
"Liam Sloyan (liam.sloyan@ntpf.ie)", "Hynes, Ultan  
Cc: (ultan.hynes@hse.ie)", sandra.tuohy, Karl Duff, "Sean Flood",  
Helen Simon

21/05/2020 21:06

From: Niall Redmond/SLAINTE  
To: "Tadhg Daly" <tdaly@nhi.ie>  
Cc: "Liam Sloyan (liam.sloyan@ntpf.ie)" <liam.sloyan@ntpf.ie>, "Hynes, Ultan  
(ultan.hynes@hse.ie)" <ultan.hynes@hse.ie>, sandra.tuohy@hse.ie, Karl  
Duff/SLAINTE@SLAINTE, "Sean Flood" <Sean.Flood@ntpf.ie>, Helen

Dear Tadhg,

Further to our ongoing engagement on the Temporary Assistance Payment Scheme (TAPS) and other matters, I am pleased to be able to provide you with what are the near final drafts of the suite of Scheme documents.

As we aim to publish the full suite of documentation tomorrow afternoon, I am sending them to you, as is, on a confidential basis - and I am happy to receive any feedback. The Scheme in its entirety will be opened for applications tomorrow, i.e. applications for the Outbreak Assistance component will go live.

In updating the Scheme documentation and finalising the operation of the Outbreak Assistance component of the Scheme we have considered the various submissions and feedback provided by NHI in writing and at the twice weekly meetings.

In relation to the issue of certain stocks bought, but not used prior to the Scheme's commencement, i.e. in the context of Scheme's definition of 'costs incurred' the Department takes the position that the principles of accrual accounting will apply. Therefore, goods and services used in the management of the response to COVID-19 should be accounted for in the month consumed rather than the month acquired. However, the limits of the Scheme also apply, meaning that only those goods and services used during the months of the Scheme, i.e. April, May, and June, can be claimed for; stock remaining after the scheme ends cannot be claimed for.

Clarity is now provided in the Scheme documentation on the definition of an outbreak - as required for eligibility to receive support under the Outbreak Assistance element of the Scheme. The HPSC has defined an outbreak in its document *Interim Public Health and Infection Prevention Control Guidelines on the Prevention and Management of COVID-19 Cases and Outbreaks in Residential Care Facilities and Similar Units V4.1*, published on 4 May 2020. However, it is worth noting that as the Outbreak Assistance will be applied for in retrospect, the outbreak will need to be confirmed by Public Health.

In relation to the issue of isolation measures, as discussed, this material issue in this regard is that such measures, as described, relate to loss of income. The Department has considered this matter and it remains the case, as outlined from the commencement of the Scheme that loss of income is outside of the policy remit and intent of the Scheme. As you know, the COVID-19 emergency has had an unprecedented impact on Ireland's economy, as well as its society. Unprecedented steps were taken to control the virus and a tiered approach of public health social distancing measures were first advised on 12 March, and these measures were further strengthened on 24 March and again on 27 March, extended to 5 May to continue to suppress transmission of the virus. These measures have had a whole of society and community impact including on many businesses, with



regard to income etc. The Department of Business, Enterprise and Innovation has a wide range of financial supports and guidance available to help businesses impacted by the COVID-19 crisis.

In respect of the proposal to remove the monthly supports caps, as you will appreciate the intention of the Scheme is to provide a temporary contribution towards and support to nursing homes in the context of COVID-19. The supports caps are a fundamental control mechanism with regard to the expenditure of public monies and a core component of the Scheme that was approved and for which funding was sanctioned, as announced by the Minister on the 4th April.

Further to our engagements over the last number of weeks, as you know the Department has been engaged in a process to examine the issue of non-NHSS occupied beds and their inclusion in the formulation of the monthly supports caps. This work, informed by engagements with key Departmental stakeholders has been completed. I am pleased to confirm that following this examination the Minister has approved the extension of the TAPS to include non-NHSS occupied beds in the monthly support cap formulation. In line with the general principles of the Scheme documentary evidence of resident bed nights will not be required at application stage, but audited validation will occur retrospectively and applicants will be required to demonstrate relevant occupancy. Details of the operation of this aspect of the Scheme are included in the attached documentation.

As discussed last week, we held back the publication of Form B for the Scheme on the basis of the fact that work was nearing completion on the non-NHSS issue and we organised a holding communication to nursing homes informing them that revised deadlines would be put in place and communicated. All of the Scheme documentation has now been revised to reflect the Minister's significant decision and the full suite of Scheme documentation is ready for publication tomorrow - included in the documentation is a full set of revised timelines for the Scheme under section 10 of the procedures documents.

I would like to take the opportunity to thank you for your continued engagement on this matter. You might let me know when you have considered the documentation as I will be asking the NTPF and HSE to proceed to publish same with a view to opening the further elements of the Scheme tomorrow.

Finally, I acknowledge receipt of your earlier email in relation to the Expert Panel that has been established by the Minister on foot of the recent NPHE recommendation. I understand that the Minister is to engage with the Panel members shortly. The Department will revert to you on this when that engagement has taken place.

Many thanks  
Niall



Published Covid-19 Outbreak Assistance Claim Form C April 2020.xlsx



Published Standard Covid-19 Assistance Claim Form A May 2020.xlsx



Published Standard Covid-19 Assistance Claim Form B April 2020.xlsx



Updated DRAFT APPLICATION FORM TEMPORARY COVID 19 SCHEME 2020\_05\_21V2.docx





Updated DRAFT Covid-19 Temporary Assistance Scheme Procedures\_210521v2.docx





(17)



RE: NHI clarifications

Tadhg Daly

to:

David Walsh

01/05/2020 10:12

Cc:

"Kathleen\_MacLellan@health.gov.ie", "Older People Operations", "Older People Strategy (Michael Fitzgerald - A.N.D.Older People &amp; Palliative Care Strategy)"

Hide Details

From: "Tadhg Daly" &lt;tdaly@nhi.ie&gt;

To: "David Walsh" &lt;David.Walsh1@hse.ie&gt;

Cc: "Kathleen\_MacLellan@health.gov.ie" &lt;Kathleen\_MacLellan@health.gov.ie&gt;, "Older People Operations" &lt;olderpeople.operations@hse.ie&gt;, "Older People Strategy (Michael Fitzgerald - A.N.D.Older People &amp; Palliative Care Strategy)" &lt;olderpeople.strategy@hse.ie&gt;

Thank you David,

We need to discuss turnaround times of test results again as I am hearing challenges in many parts of the country.

Thanks

Tadhg

From: David Walsh &lt;David.Walsh1@hse.ie&gt;

Sent: Friday 1 May 2020 09:45

To: Tadhg Daly &lt;tdaly@nhi.ie&gt;

Cc: Kathleen\_MacLellan@health.gov.ie; Older People Operations &lt;olderpeople.operations@hse.ie&gt;; Older People Strategy (Michael Fitzgerald - A.N.D.Older People &amp; Palliative Care Strategy) &lt;olderpeople.strategy@hse.ie&gt;

Subject: NHI clarifications

Tadhg,

Please see below and apologies for the delay.

Regards

David

Sent from my Samsung Galaxy smartphone.

	CLARIFICATIONS	RESPONSE
1	Management of staff who do not consent to testing	Testing will be done by consent. People have to be able to refuse the testing - staff and residents. Decisions on how staff are deployed if they haven't agreed to testing is with the individual service.  COVID-19 testing is in no way different to standard ethical operations, as such normal rules apply with regard to consent. Further information can be viewed in the HSE Consent Policy (updated 2019). In alignment with this guidance, the HSE and the national Dementia Office have produced guidance for Covid 19 testing for use with persons with dementia.
2	Communication of results to staff (I am unclear if Public Health are conveying results of all those tested to the residence itself, or if a separate	Local Department's of Public Health will prioritise getting positive results back to the PIC in residential care facilities. To date Public Health have been giving the staff results to the residential service PIC. However, the

	route for staff is proposed)	<p>model going forward will see the PIC get resident positive and negative and be notified of the number of staff positives. The aim is to turn these test results around as soon as possible after they arrive in Public Health. Negative results take longer than positives, often because it is difficult to distinguish between resident and staff member from NVRL results and because there is no contact number available for the staff member.</p> <p>Staff working in residential settings and who test positive for COVID 19 will be contact traced as per the general population.</p>
3	Management of the residence in the instance of staff shortages	David Walsh
4	What are the timelines on results: commitment required to 24 hour turnaround	<p>The programme to commence mass testing in residential care settings commenced on Friday April 17th following a NPHET announcement on that same day. The NAS immediately prioritised nursing homes with outbreaks. The CHOs have since scaled up a process to support electronic referrals of all residents and/or staff requiring testing. Results will issue to Public Health Departments, who will in turn contact residential care settings with results.</p> <p>When the NVRL line list arrives in PH departments they will be interrogating it for positive results and will aim to get those back in a matter of hours. The NVRL line is difficult to manipulate because of its size. It takes longer to get the data together on negatives but all departments are endeavouring to get them back as quickly as they can.</p>
5	Confirmation that results from patients and staff will be given to nursing home PIC so as to help them assess care needs and staffing availability in real time	See response to no. 2 above
6	Confirmation that consistent approach being taken in Dept. Public Health	There are variations on how local areas i.e. CHOs) are managing this programme of mass testing. Some areas are more integrated than others. However, across PHD they are all trying to achieve what is outlined in 4 above.
7	Confirmation that aggregate data per facility also being shared with CO CHO to assess requirements for assistance	<p>As above</p> <p>CMM: checking on the aggregated data going to CHOs.</p> <p>NAS: The programme to commence mass testing in residential care settings commenced on Friday April 17th following a NPHET announcement on that same day. The NAS immediately prioritised nursing homes with outbreaks. The CHOs have since scaled up a process to support electronic referrals of all residents and/or staff requiring testing.</p> <p>No comments on same</p>
8	Contact Tracing - specific and comprehensive guidance in relation to what Public Health expect of nursing homes in relation to contact tracing.	<p>PH have been giving the staff results to the NH PIC. However, this is not normal practice and should not be considered to be the model going forward.</p> <p>The model, once we can fully resource it, will see the PIC get resident positive and negative and be notified of the number of staff positives. Staff will get notified through contact tracing in the usual manner.</p>
9	Clarity in relation to who is to be tested and notice to nursing homes. Feedback is that in some cases only staff are tested, others residents only.	<p>Category 1: We are working to complete COVID 19 testing on all residents and all staff in a) nursing homes, b) mental health and c) disability residential facilities that have outbreaks</p> <p>Category 2: We are working to test all residents and all staff in any a) nursing home, b) mental health or c) disability residential facility where a first COVID 19 case is suspected or confirmed.</p> <p>Category 3: We are working to complete testing of all staff who work in nursing homes, given the very specific concerns in these settings.</p> <p>Niamh has sought clarification on this. Once feedback received from Colm Henry/L Doherty re same –communications need to issue to the</p>

system

Need information and advice on COVID-19? Go to [www.hse.ie/coronavirus](http://www.hse.ie/coronavirus)

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RE: NHI - correspondence from Kathleen MacLellan  
Tadhg Daly to: Kathleen\_MacLellan@health.gov.ie

06/05/2020 17:15

History: This message has been forwarded.

Kathleen,

I refer to your letter of Friday last 1<sup>st</sup> May and our meeting yesterday with Minister Harris, specifically the discussion on the Mortality Census of Long Term Residential Care Services.

As discussed the figures confirm that the vast majority of residents tested positive for Covid 19 make a full recovery in nursing home care.

I await further information and data as discussed to inform our engagement with members and the wider public.

Thanks,  
Tadhg

**From:** Sarah\_Cooney@health.gov.ie <Sarah\_Cooney@health.gov.ie>  
**Sent:** Friday 1 May 2020 21:43  
**To:** Tadhg Daly <tdaly@nhi.ie>  
**Cc:** Niall\_Redmond@health.gov.ie; Kathleen\_MacLellan@health.gov.ie  
**Subject:** NHI - correspondence from Kathleen MacLellan

Dear Tadhg,

Please see attached letter from Kathleen MacLellan.

Kind regards,  
Sarah

Sarah Cooney  
Principal Officer, Older People's Projects Unit

—  
An Roinn Sláinte  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
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\*\*\*\*\*



**Fw: Video Conference with Minister Harris today 5th May**  
**Matthew O'Gorman** to: Niall Redmond, Kathleen MacLellan  
Cc: Tanya King, Gerry O'Brien

05/05/2020 15:54

Please see Agenda from NHI

I'll push the meeting start to 4:15

Cheers

Matthew

**Matthew O'Gorman**  
*Private Secretary*  
*Minister Harris' Private Office*

**An Roinn Sláinte**  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
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[matthew\\_ogorman@health.gov.ie](mailto:matthew_ogorman@health.gov.ie)

— Forwarded by Matthew O'Gorman/SLAINTE on 05/05/2020 15:52 —

From: "Fiona Kenny" <ea@nhi.ie>  
To: "Matthew\_OGorman@health.gov.ie" <Matthew\_OGorman@health.gov.ie>  
Cc: "Minister'sDiary@health.gov.ie" <Minister'sDiary@health.gov.ie>  
Date: 05/05/2020 15:43  
Subject: FW: Video Conference with Minister Harris today 5th May

---

Hi Matthew,

Please see NHI Agenda for today's video conference.

Kind regards,  
Fiona

**From:** Fiona Kenny  
**Sent:** 05 May 2020 14:14  
**To:** Matthew\_OGorman@health.gov.ie  
**Cc:** Minister'sDiary@health.gov.ie  
**Subject:** RE: Video Conference with Minister Harris today 5th May

Hi Matthew,

Yes 4pm suits the NHI delegation.

Thanks  
Fiona



**NHI Agenda for Meeting with Minister Harris  
Tuesday 5<sup>th</sup> May 4pm-Videoconference**

- 1. NPHET Recommendations**
  - Update from Minister
- 2. Mortality Census**
- 3. Testing**
- 4. Staffing**
- 5. Insurance**
- 6. COVID-19 Temporary Assistance Payment Scheme**
  - Outbreak Assistance Payment
  - Non NHSS Residents
- 7. AOB**

**Fw: Correspondence to HIQA**  
Kathleen MacLellan | Niall Redmond

12/05/2020 11:54

See below - do we have a time for the meeting below?  
Thanks

**Kathleen**

**Dr Kathleen Mac Lellan**  
Assistant Secretary, Social Care Division

**An Roinn Sláinte**  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
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Designated Public Official under Regulation of Lobbying Act 2015

— Forwarded by Kathleen MacLellan/SLAINTE on 12/05/2020 11:54 —

From: Tadhg Daly <tdaly@nhi.ie>  
To: "Kathleen\_MacLellan@health.gov.ie" <Kathleen\_MacLellan@health.gov.ie>  
Cc: Fiona Kenny <ea@nhi.ie>  
Date: 12/05/2020 11:47  
Subject: Correspondence to HIQA

Hi Kathleen,

I am taking the opportunity of sharing with you my letter to HIQA CEO today, please find attached. I have also included our draft discussion document on easing visitor restrictions which is on agenda for our meeting with Minister this afternoon.

Thanks,  
Tadhg

Tadhg Daly  
Chief Executive  
e. [tdaly@nhi.ie](mailto:tdaly@nhi.ie)  
p. 01/4699800  
m. 087/2651934

Nursing Homes Ireland



2051 Castle Drive, Citywest,  
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**NHI Care Awards 2020**  
in association with Homecare Medical  
Citywest Hotel, Thursday 12<sup>th</sup> November 2020, 7pm

w. [www.nhicareawards.ie](http://www.nhicareawards.ie)  
e. [nhicareawards@eventpartners.ie](mailto:nhicareawards@eventpartners.ie)

t. (01) 296 9394

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12th May 2020 LT Phelim Quinn HIQA re media article and easing visitor restrictions.pdf



Visitor Restrictions\_DRAFT for discussion 30 April 2020.pdf





Nursing Homes Ireland

2051 Castle Drive, Citywest,  
Dublin 24, D24 K299.

t. (01) 469 9800 | e. info@nhi.ie | nhi.ie

**Mr Phelim Quinn,  
Chief Executive Officer,  
Health Information and Quality Authority,  
George's Court,  
George's Lane,  
Dublin 7,  
D07 E98Y**

**12<sup>th</sup> May 2020**

Dear Phelim,

I refer to our telephone conversation yesterday regarding article in Irish Times 11<sup>th</sup> May, *'they don't die of Covid, they will die of loneliness'*, which featured an interview with Deputy Chief Inspector.

We are extremely disappointed and offended by comments in the article stating "prison-type visiting scenarios" are among the solutions being considered to reopen homes to visitors.

For a representative of HIQA to associate nursing home care with "prison" is deeply offensive, upsetting and irresponsible. The nursing home is the resident's home and the comments present nursing home care in a most negative and derogatory light.

Nursing homes and their staff are committed to providing residents with the best possible care and are now seeking to achieve such under the most challenging circumstances. Covid-19 has brought a lot of upset, fear and anxiety for residents, their families, and staff in our nursing homes.

Compounding the upset, the Deputy Chief Inspector referred to "blind panic and pandemonium" in nursing homes during Covid-19. The global pandemic is presenting an unprecedented challenge across our health services and you will be well aware the nursing home sector has experienced the worst of the pandemic in Ireland. During this, staff across our nursing homes – HSE, private and voluntary – have maintained their professionalism, composure and undertaken huge commitment and personal sacrifices to continue providing care to residents in the most difficult of circumstances. In the absence of required supports from the State, their competence, professionalism and tremendous

dedication to residents in their care has been to the fore. The comments are not representative and serve to heighten angst and worry of people in our nursing homes and those missing visiting residents.

The article also presented to readers that there was no relationship between our sector and the HSE. This is not reflective of the realities of the ongoing constructive, sometimes challenging, engagement between both organisations that was undertaken in advance of Covid-19 and continues on a daily basis. This engagement was undertaken at an early stage to support nursing homes through the provision of advice and guidance to support them in preparing for and managing the disease and it continues. We also acknowledge the fact that HIQA has escalated the sectors concerns to the authorities as appropriate.

The article also incorrectly stated that "the number of deaths as a proportion of the overall residents is very high". The reality is that the vast majority, in excess of 85% of nursing home residents Covid positive, thankfully make a full recovery.

As per our conversation, I can confirm that we in NHI have begun discussions in respect of easing visitor restrictions. The practice of restricting and subsequently suspending visits was undertaken by NHI Members to protect residents from the highly contagious disease. We are committed to supporting our Members in easing visitor restrictions when the appropriate opportunity / opportunities present and to the fore will be the requirement to protect the health of residents and the staff caring for them and to support their wellbeing.

I have attached draft NHI discussion document on easing visitor restrictions and look forward to engaging with the Authority on this.

Yours sincerely,



**Tadhg Daly**  
**Chief Executive Officer**



## **Discussion Document**

### **Easing Visitor Restrictions in Nursing Homes – Covid19**

On Friday 6<sup>th</sup> March 2020 Visitor Restrictions were announced by Nursing Homes Ireland for the protection of nursing home residents and staff. These included no non-essential visiting, children or groups allowed, with special provision for end of life care. NHI also asked that all visitors contact prior to attending. Visitors should only seek to attend in urgent circumstances and the management reserve the right to impose full restrictions where necessary.

The leadership by NHI was critical in early March and we now need to consider an approach on easing visitor restrictions.

As we move through this crisis and note that this virus may be with us until at least early 2021, NHI must discuss a plan on when and how these visitor restrictions will be eased and what this will look like for residents, families and our members. We must be cognisant of both the health and wellbeing of the residents and staff but also that many families have not seen their loved ones for a number of weeks now.

Nursing Homes Ireland is monitoring the evolving situation on an ongoing basis and is in continuous contact with Minister for Health, Department of Health, HSE and all relevant health authorities on the guidance.

We are aware that our nursing homes will need clear guidance on when and how to ease/lift these restrictions.

Below listed some potential items for discussion on how members could plan for a policy and procedure on easing visitor restrictions. NHI propose engagement with Department of Health, NPHET, HSE Public Health, HSE Operations, HIQA and other key stakeholders.

These DRAFT measures are all based on the premise that NPHET recommend that visitor restrictions are eased together with a more effective, timely process of testing (24 hour results) and contact tracing system. A consistent daily delivery of fast test results is crucial if the information is to be acted upon and the positive cases isolated.

1. Nursing Homes may be based on a scale rating with a 5 level scale with 5 being total lock down as we are today and 1 being open door visiting as it was prior to March 6th. The draft measures here could relate to the level 4 measures and any lifting on these measures would relate to level 3 and then so on.
2. Visitor Restrictions should remain in place in all centres that are Covid19 Positive for a period of time that will be agreed with Public Health.
3. Visits should be for a maximum duration of (15/30) minutes to allow as many visitors as possible access. This should be reviewed on a weekly basis.
4. Covid19 Status of each nursing home needs to be verified (NAS testing and results) prior to easing/ lifting visitor restrictions.
5. Visits should be booked to commence on the hour or the half hour, allowing the extra time for donning and doffing of PPE.
6. It will be necessary to get confirmation that visits may take place from insurance companies for Public Liability and Employers Liability perspective.
7. An appropriate risk assessment should be done when people arrive and the staff member greets them at the door.
8. Screening must be completed for all visitors prior to entry. Visitors will have their temperature checked upon arrival at the centre and must inform the nursing home staff if they feel unwell or have had sudden onset of any of the following, respiratory illness / cough / shortness of breath / fever.
9. Visitors must inform the nursing home staff where they have been in close contact with a suspected / probable COVID-19 case within the last 14 days.
10. Visitors must wash their hands upon entering and leaving the nursing home.
11. Social distancing will need to be maintained at all times.
12. No children under the age of 18 are allowed to visit.
13. No refreshments will be made available to visitors during the course of the visit.
14. Any visitors showing up in an unplanned manner will be refused admission.
15. Strict control of overall number of visits to the nursing home each day, with prearranged appointment times. Visitors that are late will not be admitted; visitors that are early will need to wait until their pre-booked time.

16. Consider ease of access and egress when deciding on the policy – access should be only through the front door/main entrance.
17. Visitors will need to be escorted from the entrance(s) to the residents rooms and back again when they are leaving.
18. Visits will be facilitated where appropriate based on size and access outside in the nursing home garden or in the nursing home patio. Social distancing requirements must be adhered to.
19. Sign in books will be completed by Reception staff upon the arrival of the visitor.
20. Visitors will not be able to use the nursing homes restrooms. If visitors do need to use restrooms they should use the en-suite bathroom facilities during their visits due to potential for infection.
21. Visits should not take place in multi-occupancy rooms.
22. No more than one visitor per resident per visit is strictly observed and that it is the same person each time i.e. the nominated representative
23. Restrict visits to 1 per week per resident in the first two weeks scaling it up very gradually after that.
24. PPE for visitors needs to be supplied by nursing home, they will need at a minimum a plastic apron, a surgical mask & gloves.
25. Time of visits – Visits should only take place during the day when the main cohort of staff are on duty and away from meal times. Suggest 10.00 – 12.00 & 14.00-16.30.
26. Visits will be fully restricted again if in the opinion of the Person In Charge/Registered Provider it is prudent to do so.
27. Visitors found flouting the rules will be asked to leave and will not/ may not be allowed back into the nursing home.
28. Separate arrangements will be in place for those who are visiting residents at end of life.

**Policy regularly reviewed.**

**28<sup>th</sup> April 2020**



**Re: Minister Harris meeting NHI 19th May 2020** 📧  
Kathleen MacLellan, Niall Redmond,  
**Minister's Diary** to: Tanya King, Liam Sloyan, Older People  
Operations  
Sent by: **Denise Kelly**

19/05/2020 13:01

Hi all,

Please see agenda from NHI.



NHI Agenda for Meeting with Minister Harris 19th May 2020.pdf

Kindest regards  
Denise

Please respond to the below email address

**Minister Harris' Diary Team**  
*Minister Harris' Private Office*

**An Roinn Sláinte**  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
Block 1, Miesian Plaza, 50 - 58 Lower Baggot Street, Dublin, D02 XW14  
[MinistersDiary@health.gov.ie](mailto:MinistersDiary@health.gov.ie)

**Minister's Diary**      Hi all, Grateful if you could confirm availability to...      19/05/2020 11:48:51

From: Minister's Diary/SLAINTE  
To: Kathleen MacLellan/SLAINTE@SLAINTE, Niall Redmond/SLAINTE@SLAINTE, Tanya King/SLAINTE@SLAINTE  
Date: 19/05/2020 11:48  
Subject: Minister Harris meeting NHI 19th May 2020  
Sent by: Denise Kelly

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Hi all,

Grateful if you could confirm availability to attend the meeting with NHI today at 2.30pm.  
It could be pushed back a little if needs be.

Kindest regards  
Denise

Please respond to the below email address

**Minister Harris' Diary Team**  
*Minister Harris' Private Office*

**An Roinn Sláinte**  
Department of Health

Bloc 1, Plaza Miesach, 50 - 58 Sráid Bhagóid Íochtarach, Baile Átha Cliath, D02 XW14  
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[MinistersDiary@health.gov.ie](mailto:MinistersDiary@health.gov.ie)



**NHI Agenda for Meeting with Minister Harris  
Tuesday 19<sup>th</sup> May 2.30pm-Videoconference**

1. **NPHEP Recommendations**
  - Update from Minister
  - Update on easing Visitor Restrictions
2. **Testing**
  - Retesting roadmap
3. **PPE**
4. **Insurances**
5. **Admissions from Acute Hospitals and Discharges**
6. **Workforce planning – Working Group**
7. **COVID-19 Temporary Assistance Payment Scheme**
  - Update on figures/ applications/ approvals
  - Form B and Outbreak Assistance
  - Isolation units/ rooms
  - Non NHSS
8. **AOB**