



Attention: Department of Health

This outline is to serve as the closure plan for Town and Country Health Care Center, located at 259 Baldwin St. Lowell, MA 01851. The closure date will be on or before July 31, 2021.

Notice: Town and Country will give formal notice on its intent to close the facility on or before June 3rd, 2021. The notice will be given in

Written form on letterhead given to all staff, residents at the facility, and mailed to the responsible parties for each resident listed on the census on June 1, 2021.

Meetings will be held for the staff on Friday, June 4th and Monday June 7th.

Meetings will be held for Residents on Thursday June 3rd through out the day.

A Zoom meeting will be scheduled for Tuesday June 8th for families and responsible parties in the early evening to accommodate for Covid protocols and work schedules.

On-going informational meetings: will be held weekly for staff and residents at the facility. These meetings will be held 2 times a week for the first 4 weeks, and once from that point. These meetings will include any regulatory updates required, the weekly plan for transfers, any room consolidation needed, and answer any questions that come to our attention.

Transfer needs: will be addressed with the inter-disciplinary team on a resident specific basis. Each resident will have their needs met and have the ability to voice any concerns they should have. Town and Country will work with local skilled nursing homes and participating Social service teams to ensure a safe transfer of each individual resident.

Medications will be reconciled. Discharge paperwork will be completed (may incorporate the MASS MAP safe discharge plan) and belongings will be packed up by facility staff. We will invite those family members to assist when appropriate (following all current COVID protocols) in the transfer of the resident and their belongings.

Medical records will be stored in an offsite storage unit (currently leased by Town and Country Health Care) for a period of 7 years. Medical records will be categorized by resident name and year in facility.

259 Baldwin Street, Lowell MA 01851 Phone: 978-454-5438

www.townandcountryhcc.com

Medication destruction will take place 1 week after the last resident has been discharged under the observation of the administrator, Director of Nursing, and owner of the facility. The narcotics books will be stored in the same unit for a period of time needed to meet current regulations.

This plan will be executed with the safety and well-being of the residents first. The Facility has the right to make modifications to this plan should the situation arise where the safety of the resident has the potential to be compromised.

Any questions, please email Sean Carney at scarney@cmhealthcaremgmt.com or call 508-612-5718

Sean Carney

President