



**QUINCY HEALTH AND REHABILITATION CENTER LLC
11 Mayor Thomas J. McGrath Highway, Quincy MA 02169**

Draft Closure Plan

Dated: August 10, 2022

This Draft Closure Plan (“Closure Plan”) is being submitted by WV – Quincy SNF OPCO, LLC, which operates the licensed skilled nursing facility Quincy Health and Rehabilitation Center LLC (the “Facility”) to the Department of Public Health (“Department”) for its approval following a decision to voluntarily close the Facility in accordance with 105 CMR 153.023.

On August 10, 2022, a Notice of Intent to Close will be submitted with a copy of this Closure Plan to Interested Parties. Interested Parties include¹: (a) each resident of the Facility and where applicable the resident’s legal representative; (b) the designated family member of each resident; (c) the Facility’s resident council; (d) each staff member of the Facility; (e) every labor organization that represents the Facility’s workforce during the period of the transfer of ownership; (f) the Office of the State Long-Term Care Ombudsman; (g) the Office of the Local Long-Term Care Ombudsman; (h) Senator John F. Keenan; (i) Representative Tackey Chan; (j) Mayor Thomas P. Koch; (k) Speaker of the House Ronald Mariano; and (l) Ward 5 City Councillor Charles J. Phelan, Jr. This Closure Plan will also be posted at the Facility and will be made available by the Facility’s Administrator upon request.

The Facility is Medicare/Medicaid certified. The licensed bed capacity is 126 and currently the census is 77, which includes, 70 Medicaid residents, 1 Medicare resident, 3 private payers, and 3 Hospice residents.

In accordance with 105 CMR 153.023(A)(2), the Closure Plan is as follows:

A. Steps Taken to Assist Residents or Their Legal Representatives in Preparing for Closure of the Facility:

- a. **Resident and Family Notification:** On August 10, 2022, the Facility will submit the Notice of Intent to Close with the Department and all Interested Parties, including residents or their legal representatives and their designated family member. A copy of the Closure Plan will be included in the Notice of Intent to Close. A copy of this Closure Plan will be posted at the Facility and available from the Facility’s Administrator upon request.

¹ Pursuant to 105 CMR 153.023(A)(3), a facility is required to give notice to the family council. The Facility does not have a family council so it is not listed as an interested party.

- b. **Psychological Preparation or Counseling of Each Resident:** The Facility will announce the closure to its residents on August 10, 2022. The Director of Social Services, Staff Development/Infection Preventionist, and Director of Activities will be available and will discuss the closure announcement with each resident, or their legal representative, individually in the resident's room, while using appropriate COVID-19 precautionary protective requirements. The Facility will also contact the family of each resident and will be available onsite to meet with family members. Zoom will be offered as an alternative platform to meet at family members' request. After these meetings, the Administrator and Director of Social Services will be available upon request for follow-up phone, in person, or video conference with residents or legal representatives and their family to discuss the closure process. If a resident is admitted to the Facility after the closure announcement, the Facility will provide a copy of the Notice of Intent to Close and Closure Plan to the resident, or their legal representative, and their family and will discuss the closure process. The Facility will accommodate residents who desire to voluntarily transfer to another facility.
- c. **Efforts to Find Appropriate Alternate Placement:** There are numerous skilled nursing facilities in the neighboring cities and towns of Quincy, with at least 19 skilled nursing facilities within 15 miles of the Facility. The Facility has generated a list of alternative Facilities that it can review with each resident and their family, if requested, and will work with each resident and their family to find an appropriate alternate placement. The Facility will also be in contact with these skilled nursing facilities for updated information regarding available beds, specialties, and other pertinent information. Upon finding beds for the residents, Facility staff will match available beds with residents to arrange for the best accommodation that will consider location, services, and psychosocial needs. To the extent possible, residents and/or their families will be given an opportunity to participate in this process and to visit a suggested facility to determine whether it is acceptable. The Facility will facilitate communications with representatives of other skilled nursing facilities. Throughout the closure process the Facility will continue to comply with all guidelines issued by the Commonwealth of Massachusetts and The Centers for Medicare & Medicaid Services to protect residents and employees from COVID-19.
- d. **Consultation with Residents:** The Facility's Director of Social Services will be available to meet with residents and their families upon request for on-site meetings to discuss the closure process. Virtual accommodations will also be made when requested. If a resident is admitted to the Facility after the closure announcement, the Facility will provide a copy of the Notice of Intent to Close and Closure Plan to the resident, or their legal representative, and their family and will discuss the closure process. The Facility will accommodate residents who desire to voluntarily transfer to another facility.

- e. **Notification of Family Meetings**: As discussed above, the Facility will contact the family of each resident regarding the closure, and the Director of Social Services, Staff Development/Infection Preventionist, and Director of Activities will be available onsite to meet with family members. Zoom will be offered as an alternative platform to meet at family members' request. After these meetings, the Administrator and Director of Social Services will be available upon request for follow-up phone, in person, or video conference with residents and their family or legal representatives to discuss the closure process.

B. **Steps Taken to Assist Facility Staff in Preparing for Closure**

The Facility Staff will receive notice on August 10, 2022 and will receive a copy of the Facility's Notice of Intent to Close and a copy of the Closure Plan. There will be a Staff meeting on August 10 and 11, 2022 to discuss the closure process, and there will be subsequent individual conferences to facilitate transition to a new employer with minimum disruption. Ongoing weekly meetings will occur every Monday from 4:30 pm to 5:30 pm and Wednesday from 11:00 am -12:30 pm. With regards to continued admissions, the Facility will adjust admissions based on staff attrition to ensure a safe environment is maintained for the residents. The Facility will ensure sufficient competent staffing throughout the closure process to meet the needs of its residents. The Facility will utilize temporary nursing agency staff and will offer retention bonuses and raises to incentivize staff to remain. The Facility is committed to working with its employees to ease the difficulties associated with the transition by attempting to help employees explore job opportunities at other facilities in the area as operations wind down, including contacting the Massachusetts Dislocated Worker Center and the Massachusetts Career Center.

C. **Storage of Medical Records**

After the Facility is closed, all medical records will be maintained electronically by PointClickCare and hard copies will be stored with Iron Mountain for five (5) years. The medical record contact information is: Rhisa Abbascia, Director of Clinical Services, (860) 564- 3387, 22 Babcock Avenue, Plainfield, CT 06374. Copies of all medical records will be provided to the destination facility at the time of transfer for all residents.

D. **Admissions Freeze**

Upon receipt of the Department's approval of the Closure Plan the Facility will stop admitting new residents and work closely with all remaining residents and their families to facilitate an appropriate transfer to their next nursing home. The Facility will work with the residents and their families who are discharged to a hospital during the closure process and require readmission, and will accommodate any resident who desires to transfer to another facility following hospitalization.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steven Vera". The signature is fluid and cursive, with a prominent initial "S" and a long, sweeping underline.

Steven Vera
Chief Executive Officer, WV – Quincy SNF OPCO, LLC