



May 14, 2024

VIA EMAIL (Walter.Mackie@state.ma.us)

Walter Mackie, J.D.
Licensure Unit Coordinator
Division of Health Care Facility Licensure & Certification
Massachusetts Department of Public Health
67 Forest Street
Marlborough, MA 01752

Re: Marian Manor (License #0506)
Notice of Intent to Close Pursuant to 105 CMR 153.023

Dear Mr. Mackie:

This letter is to provide notice to the Department of Public Health (DPH), the Marian Manor Residents and Families, Staff and other Interested Parties¹ pursuant to 105 CMR 153.023 of the intent to voluntarily discontinue operations and close Marian Manor, effective September 11, 2024.

For seven decades, Marian Manor has served countless residents in South Boston and the local communities in its 238-bed long term care facility (the Facility) located at 130 Dorchester Street, Boston, Massachusetts 02127. However, the time has come to make the difficult decision to close Marian Manor at its current location as the building has come to the end of its use life. This decision is not made lightly and every effort was made over the last few decades to identify a long-term solution to ensure the best future for the Facility, which included assessing and exploring relocation and redevelopment opportunities. Marian Manor's Board of Directors voted to support this decision at a meeting on May 10, 2024.

The following provides DPH with additional information about the Facility's operations and closure plan:

- (a) The Proposed Date of Closure. Marian Manor proposes to cease operations and close the Facility at its current location as of September 11, 2024.

¹ Other Interested Parties (a) The Offices of the State and Local Long Term Care Ombudsman; (b) Representative David Biele and Senator Nick Collins; and (c) Lydia Polaski, South Boston Liaison for the City of Boston and Dr. Bisola Ojikutu, Executive Director, the Boston Public Health Commission.



- (b) Reasons Leading to Closure. After exhausting, the difficult decision was made that the continued operation of the Facility is not viable because it has reached the end of its useful life.
- (c) The Facility Representative. Residents, family members, staff or other Interested Parties may contact Kahoney Anderson, Administrator, with questions or concerns they may have regarding the proposed closure.
- (d) Draft Closure Plan. Marian Manor is submitting the enclosed draft closure plan (the Closure Plan) to DPH on May 14, 2024 along with this letter. At the same time, Marian Manor is announcing the closure to the residents, families and staff and reviewing the closure process with them at separate meetings. To get the message out to everyone in a timely manner, Marian Manor will also be providing this letter and the Closure Plan to the residents and families, staff and other Interested Parties via email and USPS and sending messages through the PCC alert system to the resident's contracts. The Closure Plan will also be posted at the Facility and available from the Facility's Administrator upon request.
- (e) Public Hearing. We will work with DPH to schedule a public hearing on the proposed closure at least ninety (90) days prior to the proposed closure date. The Facility and DPH will provide notice of the date, time, and place of the hearing as soon as it is available. A copy of the public hearing notice also will be posted at the Facility, and also will be made available by the Facility's Administrator upon request.
- (f) Public Comments. Comments on the proposed closure and the draft Closure Plan may be filed with the Facility and/or DPH up until the date of the public hearing.

Please contact Kahoney Anderson, Administrator, at 781-506-6526, if you have any questions or should you require additional information.

Sincerely,

A handwritten signature in black ink that reads 'Kahoney Anderson' in a cursive script.

Kahoney Anderson, Administrator



**Marian Manor
130 Dorchester Street
South Boston, MA 02127**

Draft Closure Plan

Dated: May 14, 2024

This draft closure plan (the Closure Plan) is being submitted by Marian Manor for the Aged and Infirm, Inc. (the Licensee) to the Department of Public Health (the Department or DPH) for its approval, following a decision to voluntarily close Marian Manor (the Facility) in accordance with 105 CMR 153.023.

A Notice of Intent to Close along with this draft closure plan (Closure Plan) was sent to residents and families, staff and other Interested Parties² on May 14, 2024. The Closure Plan will also be posted at the Facility and will be made available by the Facility's Administrator upon request.

In accordance with 105 CMR 153.023(A)(2), the following sets forth the Facility's Closure Plan:

- A. The following steps will be taken to assist residents or their legal representatives in preparing for the closure of the Facility:
 1. Resident and Family Notification: Residents and their designated family members received a copy of the Notice of Intent to Close dated May 14, 2024, which included a copy of the Closure Plan. A copy of this Closure Plan is also posted at the Facility and available from the Facility's Administrator upon request.
 2. Physiological Preparation or Counseling of Each Resident. The Licensee announced the closure of Marian Manor at its current location to the residents and families on May 14 and 17, 2024. The announcement was made in a series of several in-person meetings with the resident at the Facility over the course of those two days. In addition, Facility leadership will be available for one-on-one meetings with residents and their families upon request. If a resident is admitted to the Facility after the closure announcement, the Facility will provide the resident and his or her family

² Other Interested Parties (a) The Offices of the State and Local Long Term Care Ombudsman; (b) Representative David Biele and Senator Nick Collins; and (c) Lydia Polaski, South Boston Liaison for the City of Boston.



with a copy of the Notice of Intent to Close and the Closure Plan and will discuss the closure process.

3. Efforts to Find Appropriate Placement. There are a number of nursing facilities in the greater Boston community. The Facility will work with each resident and their family, if applicable, to find him or her an appropriate placement. Residents will also, at their choice and subject to bed availability, have priority admission to other facilities in Eastern Massachusetts sponsored by the Carmelite Sisters.
4. Consultations. In addition to the resident and family meetings, the Facility's Administrator and her leadership team will be available upon request for on-site conferences with residents and their family members or legal representatives to discuss the closure process. If a resident is admitted to the Facility after the closure announcement, the Facility will provide the resident with a copy of the Notice of Intent to Close and the Closure Plan and will discuss the closure process.
5. Family Meetings. As stated above, the Facility will be contacting the family of each resident regarding the closure. They will be holding a family meeting at 7pm on Tuesday, May 28 via Zoom. The log-in information is below and will also be circulated via the PCC alert system. Please share this information with your family members.

<https://us06web.zoom.us/j/87527656181?pwd=dioAin5rOnKkGgHibP9radyHE2zAbI.1>

Meeting ID: 875 2765 6181

Passcode: 021612

Dial by your location

• +1 305 224 1968 US

The Facility will make resources available to assist the families as they access and use the Zoom platform. If a family does not have access to Zoom, the Facility will work with the Family to meet their needs. After these meetings, the Facility's Administrator and her leadership team will be available upon request for follow-up phone or video conferences with residents and their family members or legal representatives to discuss the closure process.



B. The following steps will be taken to assist facility staff in preparing for the closure of the Facility:

The Facility staff received a copy of the Notice of Intent to Close dated May 14, 2024, which included a copy of the Closure Plan. Staff meetings will be conducted to discuss the closure process and there will be individual meetings with Human Resources. Opportunities at other facilities sponsored by the Carmelite Sisters will be identified and staff will be encouraged to apply. With respect to continued admissions, the Facility will wind down and adjust admissions based on staff attrition, while remaining flexible to ensure that a safe environment is maintained for the residents.

C. Medical Record Storage

Upon closure, the Facility's medical records will be maintained electronically by PCC Medical Records and in hard copy with Iron Mountain for ten (10) years. The medical record contact information is: The Carmelite Systems ATTN: Sr. Jeanne Haley.

D. Admissions Freeze

Following the public hearing and upon receipt of DPH's approval of the Closure Plan, the Facility will stop admitting new residents and work closely with any remaining residents and their families to facilitate an appropriate transfer. With respect to continued admissions, the Facility will wind down and adjust admissions based on staff attrition, while remaining flexible in the precise date of closure to ensure that a safe environment is maintained for the residents. The Facility will work with the residents and their families that are discharged to the hospital during the closure process and require re-admission.