

PRACTICAL INFORMATION
For
PROSPECTIVE RESIDENTS



Please read this information in conjunction with the introductory leaflets that describe the aims and objectives of Simeon and Camphill.

Location

Simeon House is located in the beautiful and quiet grounds of Cairnlee Estate, off Baillieswells Road in Bielside, five miles from Aberdeen City Centre. A 10-20 minute walk down the hill to North Deeside Road, brings you to a bus stop, local shops, St Devenick's Church and Newton Dee Village with its specialist shops and Café. There is a Post Office in Cults.

Accommodation

Simeon House is a newly built two storey building, wheelchair accessible throughout and with a lift to the upper floor. Residents have shared use of sitting areas and dining rooms, and access to a kitchen and larder.

All bedrooms are single, with ensuite shower, washbasin and toilet. Two additional bathrooms are designed to provide assisted care and have appropriate bath hoists and aids. Rooms have a built in wardrobe, with pull out shelving, and each is provided with a bed, bookcase, chest of drawers, and easy chair. You are welcome to bring your own small pieces of furniture instead, as long as they meet fire safety regulations, as well as your own personal possessions. A call system, and connections for telephone, TV, and internet are installed. Wi-Fi is available throughout the building.

The pleasant grounds are readily accessible through the many doors which open onto individual and communal patio areas. The first stages of landscaping and planting for the Golden Garden have been completed. This is a south-facing garden designed for us by Dr Garuth Chalfont, creator of therapeutic spaces and dementia gardens. The Golden Garden will be a space full of interesting paths, leading through several different areas to explore, with cosy seating alcoves to rest in and enjoy the sunshine. As well as a potting shed, there will be wildlife stations and vegetable patches, and room for relatives and friends to join us for outdoor activities. The garden will be a reminder of happy memories, and a place where all our residents can continue to make new discoveries.

Security arrangements

Simeon recognizes your right to personal privacy, to lock your own room and secure your personal belongings. Each bedroom is lockable and keys can be provided to your room upon request. Simeon will provide for lockable storage in the bedroom for personal belongings.

On admission Simeon will make a list of valuables and belongings which will be updated as required. Your belongings will be insured up to a value of £7500. More information is available on request.

Meals and snacks

Breakfast, lunch and supper and tea breaks are served “family style” in the dining rooms. Residents may also have their meals served in their rooms at any time. It is usual for residents, co-workers and staff to sit together for meals which are a highlight of the day where news and friendly conversation is shared.

Homemade meals are prepared daily from fresh locally sourced produce. Wherever possible we buy organically grown food. Special diets, including vegetarian and other dietary requests are catered for. Residents are regularly consulted to make suggestions to the menu plan and tea time snacks. The domestic kitchen is available for general use for preparing snacks and drinks at any time.

Visitors

There is no set visiting time. Your family and friends or other visitors, including children, are always welcome. Simeon provides tea, coffee, and soft drinks free. With prior notice you may invite your guests for lunch or supper at no charge, although donations are always welcome!

You are free to come and go at any time. We ask that you let a member of the care team know when you do so. Simeon has a duty of care to ensure that any risks associated when leaving the premises are properly addressed and will work closely with you and your family to ensure appropriate safeguards are in place and mutually agreed.

Religious and Cultural Customs and Practices

As a community we observe the Christian festivals, and respect other beliefs and forms of worship. We will support you to attend your own church and/or have your minister come to see you. You will find a rich diversity of beliefs and customs, particularly among the care team, who come from all over the world. Everyone is encouraged to share their culture and practices within the community as appropriate.

Activities and Outings

The daily and weekly events are posted on the notice board along with the names of the Care Team on duty. Social and artistic activities are offered most days, but participation is entirely up to you. Please ask to see a sample of our weekly timetable.

Personal Care and Support

We would like to do everything we can to help you to feel at home. We recognize this will depend on providing personal care and support based on an in depth understanding of your needs, preferences and aspirations.

To help us in this process we will consult with you and others who know you well to formulate your personal care plans. You have a right to read and comment on them. Your care and support is reviewed and updated regularly.

You will have a key worker who is a trained and experienced member of the care team. The role of the key worker is to work with you and the rest of the care team to ensure your care plan is followed and up to date. All key workers are directly supervised by a nurse.

In addition to on-going review of care, there are two formal reviews a year. You may invite whoever you wish to both reviews. We strongly encourage participation from family and advocates.

Integrated Holistic Healthcare

The Camphill Medical Practice is our local GP service. You may keep your own GP if he/she agrees. We will give you information about the practice. We work with a range of NHS services through GP referrals including chiropody, physiotherapy, occupational, and speech therapy. The Camphill Medical Practice also offers a range of complementary therapies.

We will manage all your medication, treatments, and medical appointments as required and ensure you have regular appointments with your optician and dentist.

Since the change of Registration and Inspection of care homes in April 2002, Simeon may provide nursing care. Nursing care is provided by our own nurses and the district nursing service. We encourage you to think about your future care and we will help you to access advice about preparing an “advanced care directive” that is sensitive to your wishes for physical, emotional and spiritual end of life care.

Organisation and Management Arrangements

Simeon Care for the Elderly is a registered charity with a board of directors who act as trustees. We will be happy to provide you a copy of our audited accounts and annual report. Day to day management is delegated to the Registered Manager, Jeannie Carlson and the management team; Pirkko Lindholm (RGN) , Peter John and Donna Shearer (Assistant Registered Manager) who supervises the care team.

The Care Team and Training

The Care Team comprises employed staff and residential volunteer co-workers. We maintain a high staffing level, typically between five to seven staff and volunteers between 7 am and 9 pm every day, and one waking senior night care worker and nurse throughout the night.

All new workers are closely supervised and must complete induction training within the first three months of joining. Compulsory training such as Manual Handling, Fire Training, First Aid, Infection Control and Food Safety are provided and updated regularly for all staff.

Simeon is dedicated to vocational training, personal development and continuous professional development through offering N/SVQ level 2 & 3 in Care, Camphill seminars, in-house study, outsourced specialist courses, and on-going supervision.

Communication and Participation

The weekly and daily notice board is the main source of information for everyone in Simeon. Many residents find it helpful to keep a personal notice board or personal appointments diary in their room with the support of their key worker. About quarterly we hold a “Simeon Meeting” and produce the “Snippets” news and events newsheet. This is circulated in Simeon and to family and friends on request.

We will consult you by the most appropriate means (in writing or in person) about any developments or changes in the home. We welcome your comments and suggestions at any time about any matter that concerns you. We hope you will also feel free to offer your thoughts and feelings about anything that is happening in Simeon.

Raising matters of Mutual Concern

Our aim is to create a friendly home-like atmosphere in which everyone is free to express their opinions, and where problems, initiatives and information may be shared. We also hope that you will feel able to discuss any of your personal problems with us, in private and confidential dialogue. Please also read our Complaints Policy.

Registration and Inspection

Simeon is registered with the Care Inspectorate. The Care Inspectorate award grades based on the findings of inspections and self-assessment information we submit. The inspection process and awarding grades at inspections take into account four quality themes. These are:

- Quality of care and support
- Quality of environment or information
- Quality of staffing
- Quality of management and leadership.

We will be happy to give you a copy of recent inspection reports or you may download them from the Care Inspectorate website at www.careinspectorate.com.

Extra Services

Other services on offer in Simeon or which we will help you to access are dental treatment, private chiropody, optician, and alternative therapies such as aromatherapy, massage, or chiropractic.

The following are also available in Simeon: hairdresser, mobile library, computer use with internet access, newspapers, dry cleaning, escorts to appointments, transport to shops and church services, help with shopping. We will advise you of the cost of any of these services which you will be responsible for paying in advance.

Phones

In Simeon House the phone system is based on Voice over Internet Protocol (VoIP). Rooms have two network points which allows residents to have a phone and a computer connected to the internet. Residents would need to purchase their own handset. There is a free Wi-Fi service in the building, however, there will be a charge for phone calls. There will be a one off set up charge of £10 incl. VAT as we need to configure each phone and set up an account in order to enable billing, and a monthly line rental of £10 incl. VAT. Full details of call charges are available on request.

Pets

Pets may be allowed depending on circumstances and the sensitivities of other residents. Please discuss this with us at an early stage. Visiting pets are allowed by prior permission. Dogs must always be kept on a lead.

Finance

Simeon does not usually hold bank accounts for residents except in exceptional circumstances. We prefer all financial arrangements to be handled by the resident or his/her appointed representative. We strongly recommend putting in place Power of Attorney, and can provide information about it should you require. Please see our policy of fees for more detailed information on charges.

Process for Admission

Prospective residents and their representatives are invited to make an appointment for an informal visit where we will show you around and answer your questions. If you would like to apply for a place after your visit, please complete an 'Application for Residency' form. This will register your interest, and your name is added to our waiting list, enabling us to notify you when a suitable vacancy arises. We will also keep in touch from time to time about developments in Simeon.

Any offer of admission will be at the discretion of the management team, who take into consideration the urgency of applicant's and family needs; the length of time they have been waiting; the location of the room; and the balance of social and care needs in Simeon at the time of admission. Before admission applicants must provide the following information:

- a full application form that includes your self-assessment of care and support needs
- your medical history from your GP
- contact details of your local authority care manager
- 'Single Shared Assessment ' (provided by your Care Manager)
- a statement of financial ability to meet fees.

This will enable us to establish your fee level and prepare a Residency Agreement. This is a written agreement required by National Care Standards that sets out the terms and conditions of residency between the Resident and the Provider and links to the Provider's contract with your Local Authority Council.

After admission, the first six weeks of your stay will be regarded as a trial period to ensure that Simeon is suitable for you. This period may be extended by agreement between you and us to allow further consideration of your care needs.

Waiting for a place

We are not registered to offer formal day placements. However, once you have joined our waiting list, we will be happy to arrange for you to visit from time to time, joining us for tea, meals or activities. We have found it of mutual benefit to get to know each other over time before admission.

Any Other Questions?

You are welcome to phone us if you have any questions or would like to arrange a visit. Contact details:

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