

October 2, 2018

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Shannon Marchand  
Deputy Minister of Community and Social Services  
8<sup>th</sup> Floor, Petwin Tower Building  
10707 – 100 Avenue  
Edmonton AB T5J 3M1

Dear Shannon Marchand:

**Subject: Cassandra Marie-Ange Lavoie – Public Fatality Inquiry  
Response to Recommendations**

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Please find enclosed the Honourable Judge Rosanna M. Saccomani's report to the Minister of Justice and Solicitor General. This report will be publicly released on October 23, 2018.

The following recommendations may impact Community and Social Services:

***I. Minimal Core Competency Standards***

Alberta adopts the establishment of minimum core competency standards. Disability support staff must have the knowledge, skills and ethical compass to perform a wide array of tasks for the protection and safety of vulnerable clients entrusted to their care. The use of basic competencies to set workforce development and training will contribute to successful job performance, improve workforce retention, enhance the quality and delivery of services, and promote the inclusion, dignity, value and respect to which all disabled persons are entitled;

***II. Records, Communication, and Charting***

PDD (with the assistance of accreditation agencies) review intake questionnaires and procedures, forms, charting and record keeping for respite and related client care. Comprehensive communication among stakeholders is critical for client protection and safety, transparency and accountability. Forms and questionnaires are functional tools to understand and assess the client's most current health status (medical/physical,

emotional), demands, and needs. They also serve to inform consent, to manage expectation and to foster trust;

**III. Overnight Supervision and Care**

PDD review “sleep shift” practises and “bed check” procedures to ensure that staff is attentive and responsive to occurrences regardless of the hour having regard to their vulnerable clients;

**IV. Lifesaving Resources and Technique**

PDD consider refresher CPR instruction and related essential resources given the unpredictable life altering emergencies which their disability support staff may encounter.

I ask that you please advise the following:

1. Whether Community and Social Services accepts, accepts in principle, does not accept, or has a different response to each recommendation;
2. A brief explanation of why that decision was made; and
3. If Community and Social Services intends to accept the recommendation, or to implement different measures, what steps will be taken in that regard.

A response to this enquiry is not mandatory. However, be advised that this letter and any response received will be publicly released and posted on the Open Government Portal:

<https://open.alberta.ca/opendata/responses-to-public-fatality-inquiry-recommendations>.

If a response has not been received by February 25, 2019, that information will also be made publicly available.

Thank you for your cooperation in this matter.

Yours truly,

Jennifer Fuchinsky  
Fatality Inquiry Coordinator  
Enclosure