



# DSP Licensing & Housing Safeguards Project

Project Charter



## **Agenda & Objective | DSP Licensing & Housing Safeguards Project**

- Remedy Review
- Project Objectives & Scope
- Project Timeline
- Project Approach & Phases
- Project Resources
- Project Outcomes

### **Today's Objectives**

- Share the DSP Licensing & Housing Safeguards Project Charter.



What does the Remedy Technical Report say about licensing and required housing safeguards?

Reference in the Remedy	Page
Strengthen legislation and policy to ensure there is a suitable framework for the human rights remedies contained in the Review: Licensing, safeguards and standards require examination to ensure they are fit for purpose under a human rights and individual funding model	66
Undertake a broad horizontal and vertical policy review to ensure all applicable policies aligned with the Remedy. Explore with municipality options for dealing with limiting factors of the B3 and B4 building code.	65
7.2. DSP to: <ul style="list-style-type: none"><li>• Address the housing supply issue by considering increased assistance for rental costs</li><li>• Review how the Province has adopted National Building Code requirements and whether some unnecessary requirements can be removed as a means of providing human rights accommodation to persons with disabilities.</li><li>• Review current restrictive licensing requirements.</li></ul>	67



## Project Objectives & Scope | DSP Licensing & Housing Safeguards Project

DSP participants transitioning to community-based supports during the Remedy Facility Closure Timelines (representing approximately 800 participants across provincial ARC/RRC/RCF/GH/DR facilities) need housing options that prioritize safety and support without restrictive licensing or overly rigid policies. **This project will ensure individuals can live their best life in their community of choice, in a safe and supported manner.**

### Community Transition Considerations & Current System Barriers:

- **Authority Having Jurisdiction:** The existing network of regulatory authorities, including the Office of the Fire Marshal, Municipal Inspectors, or DCS Licensing, creates uncertainty in community living options. Clear guidelines addressing these varied assessment requirements will be essential as participants transition to community settings.
- **Ensuring PPC Safeguards:** The Protection of Person in Care (PPC) safeguards for individuals in residential facilities under the Homes for Special Care Act must be evaluated to ensure alignment with new options for living in the community
- **Limited Understanding Across Service Providers & Families:** Ensuring that Participants, Service Providers, and Family Members are aware of the housing safeguards and expectations will be key as community supports increase across the province.
- **Community Transition Timelines:** As facility closures progress, ensuring safe and supportive community-based housing becomes a time-sensitive priority for DSP as participants transition to community.



# Project Objectives & Scope | DSP Licensing & Housing Safeguards Project

## Project Objectives:

- **Assess Existing Licenses & Standards In Alignment With The Remedy:** Evaluate current licensing standards to identify gaps between existing practices and remedy requirements for community living and residential infrastructure requirements.
- **Define & Develop Required Streams of Safeguarding Standards For DSP:** Create safeguarding protocols to establish requirements that prevent harm while promoting dignity and person-centred care as participants transition to new options for living in the community.
- **Determine Accountability Metrics For DSP Service Providers:** Establish measurable performance indicators and reporting mechanisms to ensure Service Providers are acting within the expected housing safeguarding standards.
- **Establish Clarity On OFM/AHJ Capacity:** Create a clear determination on assessment requirements for DSP housing options from external authority having jurisdictions.
- **Communicate & Implement Remedy Aligned Community Housing Safeguards:** Implement and communicate updated safeguards and changes to DSP participants, Service Providers, and Families.

## In Scope:

- Assessment and review of existing DSP licensing and PPC standards in alignment with the Remedy
- Conduct a risk assessment of the impact of community support options becoming primarily unlicensed under the Remedy support model, and determine the required safeguarding scope
- Conduct jurisdictional and legislative scans to determine housing safeguard best practices outside of Nova Scotia that align with accessibility, choice and the Remedy.
- Development of primary safeguarding streams and associated safeguard standards
- Establish accountability, reporting, and repercussion mechanisms for DSP Service Providers.
- Review existing requirements from the Office of the Fire Marshall and other external Authorities Having Jurisdiction (AHJ) that could impact community transitions and the Remedy Closure Timeline, including impacts of NBC B3/B4.
- Align on Remedy-based requirements and establish legal/policy definitions on what external capacity AHJ have with licensed/unlicensed community supports in the community
- Implement Remedy aligned Housing Safeguards, policy changes, and communicate with sector partners

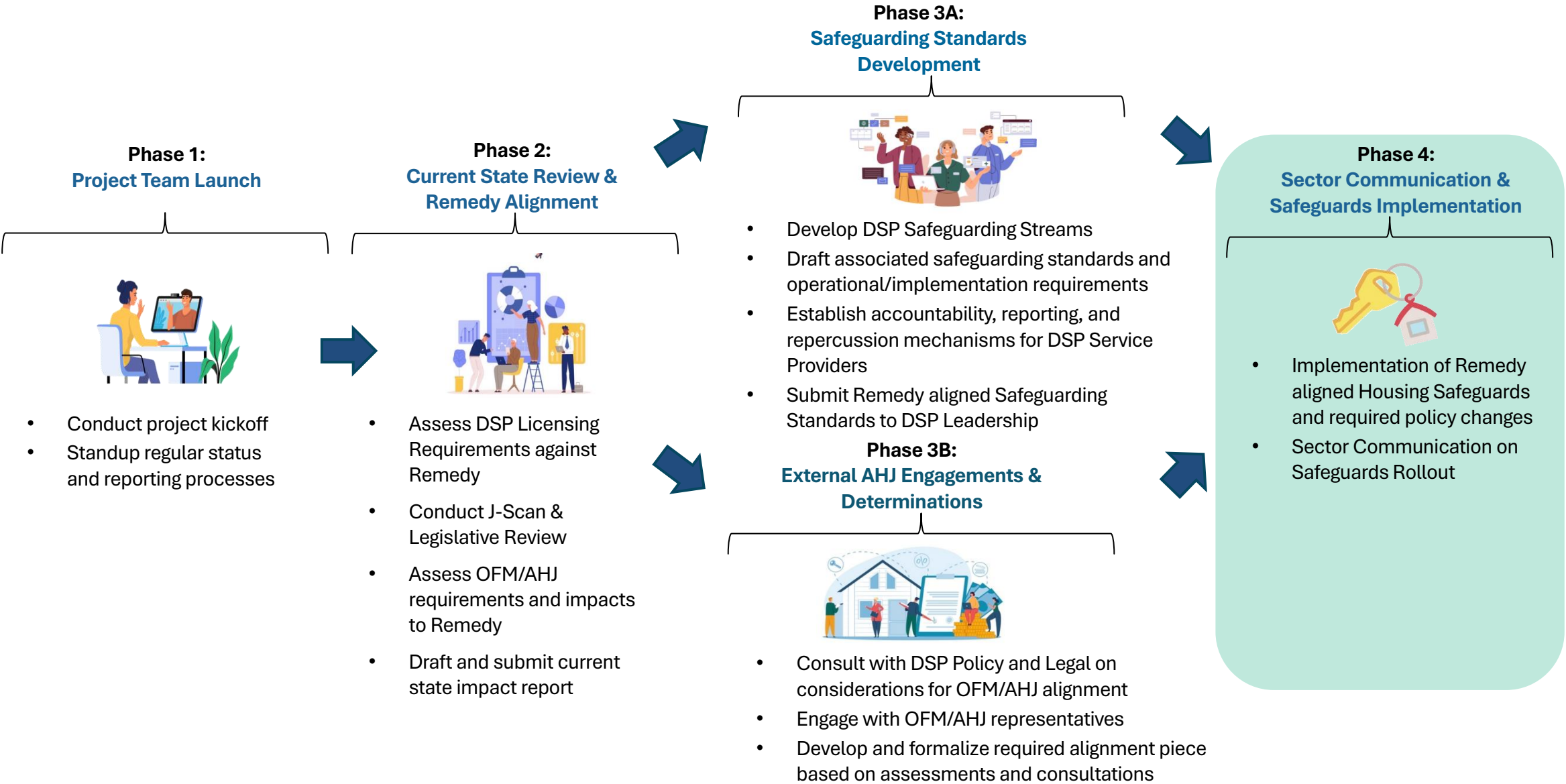
## Out of Scope:

- Review of DSP Service Provider Service Agreement
- Development of any DSP eligibility requirements
- Development of any HomeShare policy
- Recruitment of providers to Provider community-based supports



# Project Approach | DSP Licensing & Housing Safeguards Project

Framed below is a high-level phased approach for the DSP Licensing & Housing Safeguards Project





# Project Approach | DSP Licensing & Housing Safeguards Project

Framed below is a high-level phased approach to launching the DSP Licensing & Housing Safeguards Project.

Phases	May	June	July	August	Sept	Oct	Nov	Dec
<b>Phase 1 (Initiation):</b> Project Team Launch	Begin Status Reporting Project Kickoff							
<b>Phase 2 (Planning):</b> Current State Review & Remedy Alignment	Review of Licensing Requirements J-scan and Legislative Review Draft Current State Impact Report		Submit Current State Impact Report					
<b>Phase 3A (Planning):</b> Safeguarding Standards Development			Develop & Validate Safeguarding Streams Draft Safeguarding Standards Identify policy changes Establish Accountability Mechanisms		Submit Safeguarding Standards			
<b>Phase 3B (Planning):</b> External AHJ Engagements & Determinations			Consult DSP Policy & Legal Engage with OFM & AHJ Develop Alignment Piece		Submit Alignment Piece			
<b>Phase 4 (Execution):</b> Sector Communication & Safeguards Implementation						Develop Comms & Implementation Plan	Internal Comms External Comms	



# Project Approach | DSP Licensing & Housing Safeguards Project

## 1 Phase 1: Project Team Launch

### Overview

In the first phase of the project, the project team will work with key team members to validate the scope and timelines and establish initial team status structures.

### Key Activities

- Determine project resourcing
- Align on project scope
- Develop project kickoff materials and conduct project kickoff

### Deliverables

- Project Kickoff Document





# Project Approach | DSP Licensing & Housing Safeguards Project

## 2 Phase 2: Current State Review & Remedy Alignment

### Overview

Phase 2 will focus on reviewing DSP licensing and regulatory requirements to support DSP's transition to the new Remedy community-based support model. This phase will assess DSP licensing requirements against Remedy guidelines to identify alignment gaps. The team will also conduct a J-Scan and Legislative Review to understand community safeguard best practices, while reviewing OFM/AHJ requirements to determine potential impacts on transition and facility closure timelines.

Through this research, the project team will draft a Current State Impact Report. This report will outline regulatory frameworks that could impact community transition targets, along with initial safeguarding components that align with a community-based support model.

### Key Activities

- Assess DSP Licensing Requirements against Remedy guidelines to understand areas of program alignment and misalignment under the new community-based support model.
- Conduct a J-Scan and Legislative Review of existing licensing and community safeguard best practices that DSP should consider aligning with Remedy supports. (Example: Accessibility Directorate (Access by Design 2030))
- Conduct a review of OFM/AHJ requirements and potential impacts on community transitions and facility closure timelines.
- Draft a current state impact report, conducted of phase research while highlighting areas of consideration and risk for DSP leadership as Remedy transition timelines progress
- Submit Current State Impact Report

### Deliverables

- Current State Impact Report



# Project Approach | DSP Licensing & Housing Safeguards Project

## 3 Phase 3A: Safeguarding Standards Development

### Overview

Building on the research in Phase 2, during Phase 3A the project team will develop Safeguarding Streams (i.e., physical infrastructure, provider requirements). The team will hold validation sessions with project partners to create community-living safeguarding requirements. The project team will then draft safeguard standard documentation and assess any policy changes that may be required. During this phase, the project team will also build accountability/operational structures, including reporting pathways and consequence mechanisms to ensure safeguards are maintained in community-based supports across Nova Scotia. At the end of Phase 3A, the team will submit Remedy-Aligned Safeguarding Standards and operational requirements to DSP leadership.

### Key Activities

- Workshop and develop DSP Safeguarding Streams based on phase two research, best practices, and advisement from DSP leadership.
- Hold working sessions to validate Safeguarding Streams with project partners, including DSP Service Providers, OSD Legal/Privacy, SPR and others as required.
- Based on feedback and direction draft associated community/residential housing safeguarding standards under the developed themes
- Determine required policy changes and operational/implementation requirements.
- Establish accountability, reporting, and repercussion mechanisms for DSP Service Providers in alignment with the drafted Safeguarding Standards.
- Submit Remedy aligned Safeguarding Standards to DSP Leadership

### Deliverables

- Safeguarding Streams
- Required Policy Revisions
- Remedy Aligned Safeguarding Standards
- Operational Requirements
- Service Provider Accountability Mechanisms



# Project Approach | DSP Licensing & Housing Safeguards Project

## 3 Phase 3B: External AHJ Engagements & Determinations

### Overview

In parallel with Phase 3A, Phase 3B will assess the required alignment work needed to ensure that as community-based supports expand across the province, both participants and service providers are not restricted by requirements of external authority having jurisdictions. This phase will require engagement with both internal OSD teams as well as external groups such as Municipal Affairs and the Office of the Fire Marshal. Based on consultations, the project team will determine and work to formalize the required “Alignment Pieces”.

### Key Activities

- Consult with DSP Policy and Legal on considerations for AHJ/OFM alignment and share initial considerations based on the Current State Impact Report
- Engage with OFM/AHJ representatives to understand potential pathways for alignment on community-based support models
- Based on internal consultations and engagements with AHJ/OFM determine the required alignment piece (i.e. legal intervention, policy bulletin, change management support)
- Develop and formalize the required alignment piece

### Deliverables

- Consultations and change management with AHJ/OFM
- AHJ/OFM required alignment piece (to be determine in phase)



# Project Approach | DSP Licensing & Housing Safeguards Project

## 4 Phase 4: Sector Communications & Safeguard Implementation

### Overview

In Phase 4, the project team will develop a safeguard and AHJ alignment implementation plan, building directly on the approved work from Phases 3A/B. Simultaneously, the team will craft a sector communications plan, which includes developing targeted training materials and organizing service provider information sessions to support the implementation strategy.

The project team will provide continued support based on the established implementation plan.

### Key Activities

- Based on work completed in Phase 3A/B develop sector communications and safeguard implementation plan.
- Conduct internal information sessions with DSP staff on Safeguard Standards.
- Rollout communications plan, including targeted service provider meetings to inform of changes and new requirements.
- Support the implementation of Remedy-Aligned Housing Safeguards and required policy changes based on work completed in Phase 3A/B.

### Deliverables

- Implementation and communication plan
- Continued implementation support



# Project Resources | DSP Licensing & Housing Safeguards Project

## Roles & Responsibilities



### Maria Medioli, Project Sponsor

- Provide final approval and determinations for deliverables and direction
- Escalate and present items to OSD Executive as required



### Michelle Harris, Project Director

- Escalate and present items to DSP Management and Executive as required
- Review and approve deliverables prior to submission



### Randy Acker, Program Director

- Provide strategic direction for portfolio
- Review and approve deliverables prior to submission to Co-Executive DMs



### Obbia Barni, Project Manager

- Provide project direction and oversight
- Maintain understanding of project interrelations with other work streams
- Review and approve project deliverables
- Conduct risk escalation, if needed



### Evan Bunkis, Davis Pier Lead

- Provide project guidance from a portfolio lens
- Lead in the development of project deliverables



### Jill-Marie Jacquard, Charlotte Macdonald, Leslie Langman, Denise Zinck DSP Program Leads

- Advise and represent the needs of their programs
- Participate in working and review sessions for the project
- Provide input and feedback on drafted project materials and deliverables



### Nathalie Vogel, Davis Pier Business Analyst

- Develop project materials and deliverables
- Maintain regular communications with the Project Manager and Closure Team (e.g., status meetings and reports)
- Support facilitation of workshops and engagements

## Interested Parties and Impacted Groups

Internal

- OSD Licensing
- OSD Legal
- OSD Privacy
- Service Provider Relations
- Regional Hub Leadership
- Service Excellence
- DSP IF Team
- OSD Policy Team
- CAM
- PPC
- DAI

External

- Office of the Fire Marshal
- Municipal Affairs
- Municipal Building Inspectors
- Protection of Persons in Care
- DSP Service Providers
- DANS/NSRAA
- Regional Advisory Committees

*Any questions for the DSP Licensing & Housing Safeguards Project team?*

