CMHC Nursing Home and Hostels Design
Guidelines Study:

Working paper no.7 .

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DRAFT #1

WORKING PAPER #7

Research Methodology:

Literature and Legislative Review

CMHC NURSING HOME AND HOSTELS

DESIGN GUIDELINE STUDY

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CMHC NURSING HOME AND HOSTELS
DESIGN GUIDELINE STUDY

Working Papers

1.  Conceptual Framework

2.  Profile of Users

3.  Programs and Services

4.  History of Long-Term Care Facilities in Canada

5.  Definitions (Levels of Care, Nursing Homes and Hostels)

6.  Aspects of Designing Nursing Homes and Hostels with
    Care Services for the Elderly

7.  Research Methodology:  Literature and Legislative Review

## Overview

It has not been the purpose of this phase of the study to do original
research on the subject of nursing homes and hostel design for the
elderly, but rather its primary purpose has been to search existing
literature (including opinions, philosophies and research done to
date), screeen this material for information useful to our study,
and to report findings in a series of working papers.*

As shown in Fig. 1, information from the literature review will be
considered with that found in the legislative review, funding review,
policy statement and office experience to formulate design guidelines
for Canadian nursing homes and hostels with care services for the
elderly.

This paper will cover:

    A.   Literature Review

        1.  Research goals
        2.  Areas of research concentration
        3.  Research timetable
        4.  Contact with resource persons
        5.  Compilation of bibliography
        6.  Prioritization of bibliography
        7.  Location of materials
        8.  Research process
        9.  Literature review details
      10.  Working paper outlines
      11.  Working papers

    B.   Legislative Review

        1.  Research goals
        2.  Areas of research concentration
        3.  Research timetable
        4.  Contact with resource persons
        5.  Compilation of bibliography
        6.  Prioritization of bibliography
        7.  Location of materials
        8.  Research process
        9.  Formation of matrix
      10.  Analysis:  Phase I
      11.  Analysis:  Phase II

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\* Housing Research Center, <u>Housing Requirement of the Aged:  A  Study
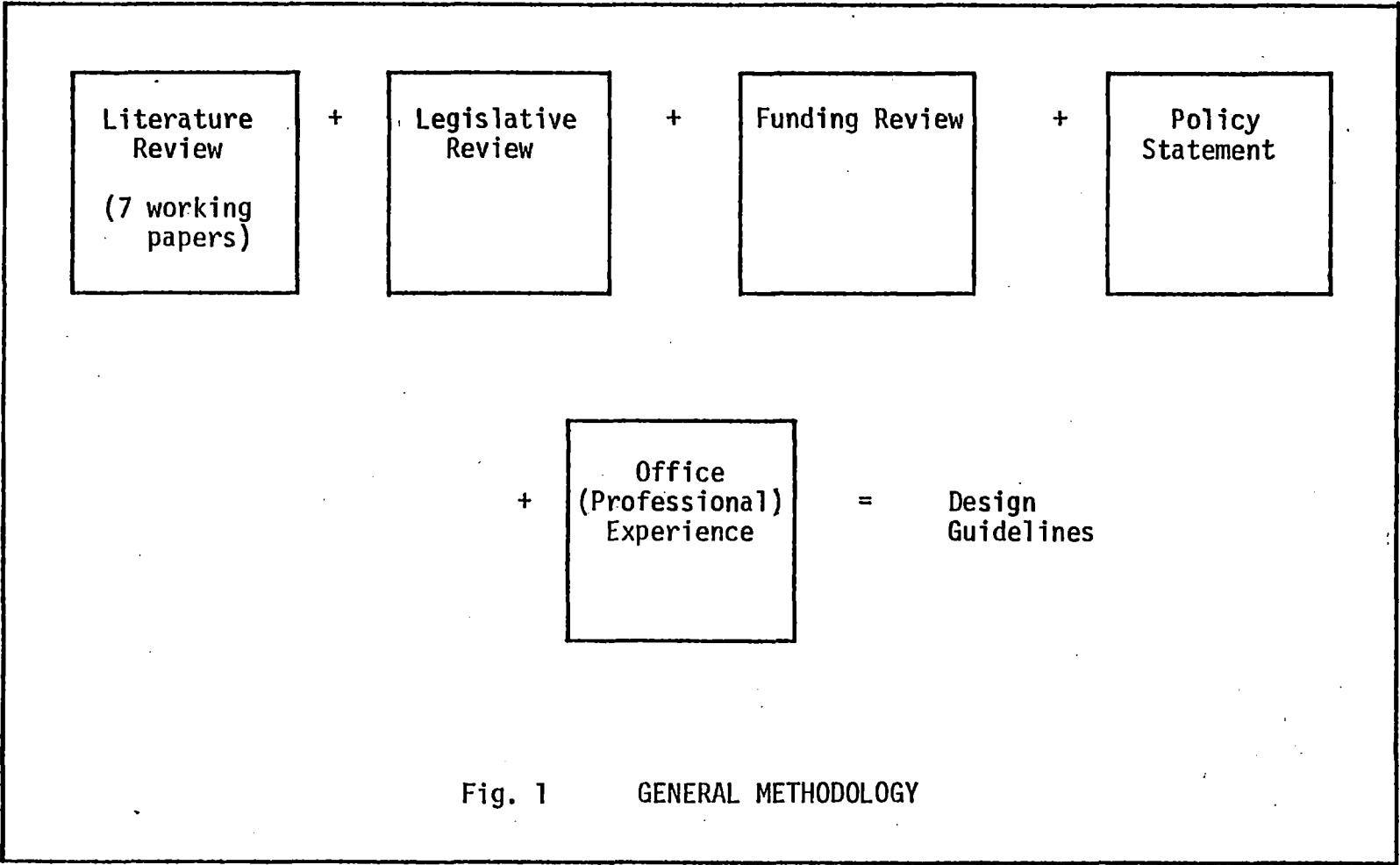of Design Criteria</u>, Ithaca, N.Y.:  Cornell University, 1968.

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│   ┌──────────────┐      ┌──────────────┐    ┌──────────────┐    ┌──────────────┐ │
│   │  Literature  │  +   │  Legislative │ +  │Funding Review│ +  │   Policy     │ │
│   │   Review     │      │   Review     │    │              │    │  Statement   │ │
│   │              │      │              │    │              │    │              │ │
│   │ (7 working   │      │              │    │              │    │              │ │
│   │   papers)    │      │              │    │              │    │              │ │
│   └──────────────┘      └──────────────┘    └──────────────┘    └──────────────┘ │
│                                                                           │
│                         ┌──────────────┐                                  │
│                    +    │   Office     │   =    Design                     │
│                         │(Professional)│        Guidelines                 │
│                         │  Experience  │                                   │
│                         └──────────────┘                                   │
│                                                                           │
│              Fig. 1      GENERAL METHODOLOGY                               │
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Fig. 1     GENERAL METHODOLOGY

## A. Literature Review

### 1. Research goals

The purpose of the literature search was to gain knowledge of relevant work in the field of gerontology and environment in order that our existing assumptions be tested and new information be learned in order that design guidelines formulated from this study be solidly grounded.

Of course, the ideal way of coming up with widely applicable design guidelines would be to conduct original research. A series of Post-Occupancy Evaluations (analyses of the appropriateness of a physical environment in relation to the needs and desires of the people using that environment) of nursing home and hostels with care services for the elderly, in the various provinces would have given us a more accurate portrait of exactly what conditions exist as well as how they are used and perceived, and ways in which they could be improved.

However, the ideal is not always possible. Given ever present time and money limitations, we feel that this literature review has allowed us to obtain a comprehensive view of the major issues involved.

### 2. Areas of research concentration

Seven major areas were chosen as relevant topics for working papers:

- Conceputal Framework

- User Profile

- Programs and Services

- History of Long-Term Care Facilities for the Elderly in Canada

- Definitions (Levels of Care, Nursing Home, Hostel)

- Design

- Research Methodology

This classification of subject matter provided researchers with a rational means by which to judge the relevance of material and served to keep the process of information gathering focused. Detailed contents of each major area were re-defined as project goals were altered or as source material could or could not be located.

3. Research timetable*

Communication with contact persons and location and abstracting of pertinent literature took place over a period of six weeks. Classification of material, compilation of the comprehensive and subject bibliographies, outlines of four working papers and drafts of three working papers were accomplished during the subsequent four weeks.

4. Contact with resource persons

Letters were sent and phone calls made to a group of persons in Canada and the U.S. who were thought to be knowledgeable in the area of nursing home and hostel design. These people were asked to forward their own thoughts on the subject, references to relevant literature, and/or names of additional resource persons through this "chain" approach, a total** of 86 persons were contacted. Approximately half of these provided some sort of assistance.

Please see:

- People and Organizations Which Have Been of Assistance

- Additional People and Organizations Contacted

5. Compilation of bibliography

An initial bibliography was compiled based on familiarity with a number of relevant papers and monographs (books). In addition, some specific bibliographical publications were useful. These included:

- The Seventh Age (Environics Research Group)

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* This does not include the legislative review, which will be discussed separately.

** As of June 8, 1977

- <u>Annotated Bibliography on Alternatives to Institutional Care</u>. (Ketcham, Sack and Shore in the <u>Gerontologist</u>. Vol. 14, No. 1, February, 1974.)

- <u>Research in Environmental Analysis and Design for the Aging: Three Selected and Annotated Bibliographies</u>. (Gerontology Project Group, Department of Design and Environmental Analysis, Cornell University, 1971.)

A "chain" or "cycle" phenomenon occured here, in that additions were continually made to the bibliography through:

- card catalogue searches (using headings such as: "Old Age Homes" "Aging")

- a computerized search (Social Science Index)

- suggestions of resource persons

- sources cited in references examined

6. Prioritization of bibliography

Since it was felt that all of the titles in the initial bibliography were not equally relevant to the study and since all of the titles could not be examined in the allotted time period, titles were prioritized into three groups: most relevant, somewhat relevant, least relevant.

Standard procedure for literature searches is to deal with material in the following order:

- Statistical information base
- Legislative base
- Government and official reports and documents
- Periodical literature (following a prioritization of various journals)
- Monographic literature (books)

Rather than reading several books or articles written about the statistical, legislative, or official situation, it is more efficient to refer directly to the basic data, since there may be a variety of interpretation or different degrees of selection from the basic material.

When dealing with secondary material, (written about the subject area, rather than being direct source material) it is more efficient to obtain a wide familiarity with the subject area and thus to deal with a variety of articles before examining separate books.

7. Location of materials

After prioritization of titles, it is necessary to identify public and private libraries which may contain the desired sources. The following libraries were used in this study (all are in Toronto unless otherwise noted):

- University of Toronto libraries
- York University library
- Law Library of Osgoode Hall, York University
- Environics Research Group library
- A.W. Cluff and P.J. Cluff Architects library
- Medical library, Maimonides Hospital and Home for the Aged, (Montreal)
- Canadian Hospital Association library
- Central Mortgage and Housing Corporation library, (Ottawa)
- Department of Health and Welfare library, (Ottawa)
- Statistics Canada library

Some libraries were investigated but not actively used since their resources proved to be insufficient or were duplicated elsewhere. Among these were:

- Canadian Nursing Home Association library
- Canadian Medical Association library

After determining if titles listed in the bibliography were accessible in these libraries, requests were made for inter-library loans for those materials which could not be found.*

8. Research process

Most material was abstracted. Particularly relevant material was photocopied. Abstracts and copies were filed according to the topic areas mentioned earlier.

Close contact was maintained between the field researcher and the project coordinator throughout the course of the field research. This allowed research procedure and timetable to be frequently updated. Daily phone calls and weekly meetings with the partner-in-charge enabled the field researcher to keep informed of recent developments and for project administrators to remain in close contact with the research work.

The field researcher presented a progress report at each meeting. These reports contain: locations at which work

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* It usually takes a tremendous amount of time to receive materials through inter-library loans.

was carried out, lists of material examined (relevant and
not relevant) with comments on quality of materials submitted,
description of research methods used, outline of work to be
done in subsequent weeks, review of the progress of the
literature search relative to over-all goals, timetable and
areas of concentration, and requests for feedback. In
special cases (e.g. following work undertaken at Maimonides
Hospital and Home for the Aged in Montreal, and in the
library of Environics Research Group, separate reports were
submitted.)

9. Literature Review Details

We feel that our search of this literature represents a
generous survey of the existing literature and allowed us
to thoroughly document the working papers.

During the six week duration of the literature search*,
348 government reports, articles, books, and other
documents were examined. Of these, 273 were found to be
very useful, while 75 were interesting, but not relevant
to the present study.

A comprehensive bibliography, as well as subject area
bibliographies were compiled after useful collected
material was classified by subject area. Material which
was looked at found not to be relevant has been listed
separately.**

Please see:

- Comprehensive Bibliography
- Conceptual Framework Bibliography
- Profile of Users Bibliography
- Programs and Services Bibliography
- History of Long-Term Care Facilities in Canada
   Bibliography
- Design-Relevant Information Bibliography

A careful survey was also made of recent statistical material,
with the assistance of Health and Welfare Canada and of
Statistics Canada (including their library in Toronto and
Special Care Facilities Section of the Health Division in
Ottawa). As of May, 1977 our statistics were the most
recent available.

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\* See also section on legislative review.

\*\* See office files.

To confirm our survey of all government documents, federal and provincial lists of official publications were examined.

10. Working paper outlines

Based on literature reviewed and classified by subject area, outlines of the following working papers were written and presented for feedback:

- Conceptual Framework
- User Profile
- Programs and Services
- History

11. Working papers

Drafts of the following working papers have been completed to date and are awaiting feedback and revision:

- Definitions (Levels of Care, Nursing Home, Hostel)
- Aspects of Designing Nursing Homes and Hostels with Care Services for the Elderly
- Research Methodology*

Drafts of papers based on the outlines listed above will be completed in the near future.

B. Legislative Review

1. Research goals

Examination and analysis of federal and provincial legislation pertaining to nursing homes and hostels with care services for the elderly was thought to be necessary in order to give perspective on how the guideline document (the final product of this study) will be used, as well as providing insight on types of guidelines which are needed.

It was decided that this legislation be examined in two phases. The first phase would merely list which provinces had legislation covering various subject areas. The second phase of the analysis would explore and compare the nature of present provincial legislation on this subject.

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* This paper.

2. Areas of research concentration

   Whether or not Phase II of the analysis covers all aspects
   of the provincial legislation or only specific aspects, will
   be determined by the C.M.H.C. Review Committee.*

3. Research timetable

   Legislation was actively located over a period of eight days.**
   Approximately three weeks were needed to formulate the matrix,
   classify all the legislation, and carry out the first phase
   of analysis.

   Length of time needed for the second phase of analysis will
   depend on the nature and extent of specific aspects covered.

4. Contact with resource persons

   All provincial nursing home associations and departments of
   health were asked to forward copies of their provincial
   legislation pertaining to nursing homes and hostels with
   care services.  Since some provinces did not respond,
   assistance of several legal librarians was sought.

5. Compilation of bibliography

   Names of relevant legislative materials were compiled through
   contact with resource persons, as described above.

6. Prioritization of bibliography

   All current federal and provincial legislative material
   pertaining to nursing home and hostels for the elderly was
   thought to be important.

7. Location of materials

   Some legislative material was requested and sent by mail.***
   (See #4 above.)  In addition, a careful examination was made
   of all federal and provincial legislation relating to nursing
   homes and hostels for the elderly, using the facilities of
   Osgoode Hall Law library.

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   * First meeting:  June 28, 1977.

  ** This does not include the time it took to locate material through
     the mail.

*** See:  ● Nursing Home Associations
          ● Provincial Departments of Health

8. Research process

   Relevant legislative material was located and photocopied.

9. Formation of matrix*

   A matrix was thought to be a useful analytic tool for comparing provincial legislation. Provinces are listed down the left side, while specific subject areas are listed across the top. These include: definitions, administration of the act, nursing home contract, administrative procedures, licensing, dietary and food services, medical services, staff requirements, general safety, fire safety, accounting procedures, social and recreational activities, religious activities, inspection of homes, deaths, as well as the design-relevant categories of:

   > Physical design standards: This includes size, location, site planning, bedrooms, bathrooms, nursing care units, dining areas, other areas, kitchen, laundry, housekeeping, administrative offices, staff facilities.

   > Design details: This includes corridors, ramps, stairways, doorways, elevators, floors, walls, ceilings, lighting, HVAC (Heating, Ventilation, Air Conditioning), waste disposal and windows.

10. Analysis: Phase I

    The first phase of analysis will present the matrix and point out those subject areas which are covered by which provinces. (e.g. Does Ontario legislation cover stairway requirements?)

11. Analysis: Phase II

    This phase of analysis will compare and contrast provincial legislation in the various subject areas, as well as reviewing federal legislation. As previously mentioned the scope of these analyses will be determined by the project review committee.

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* See paper on legislative review.