

Why are Change Leaders needed?

- Change Leaders are essential to the spread plan. They are the local resource for questions related to the PoET project - *what's* being done, *why* it's being done, *how* it's being done - and who to contact for more information. Change Leaders are also key to all the measurement activities within the home.

What does a PoET Change Leader do?

- Change Leaders will: 1) be the local resource for the completion of the Individualized Summary at admission; 2) be supported by the Community Ethicist for in-home education on project; 3) complete ongoing measurement using the project's tracking tool; 4) post and distribute PoET-related material within the home; 5) upload data to QI-RAP following the project schedule; 6) participate in monthly Change Leader Check-ins (by phone).

How many PoET Change Leaders does a home need?

- Each participating home needs at least one PoET Change Leader, but having a team of two or three with a primary contact is recommended.

How much time will being a PoET Change Leader require?

- Change Leaders will receive approximately 15 hours of direct support in the launch period. Following the launch, Change Leaders will do ongoing measurement (as it happens), and monthly audits (time required will vary by home), and participate in the monthly teleconferences (1.5 hours). Change Leaders will also be invited to attend bimonthly meetings of the PoET Advisory Committee.

How are PoET Change Leaders chosen?

- We suggest that the LTC home's Administrator and/or Director of Care choose the home's Change Leader(s). Any staff members who are interested in being a Change Leader should be sure to speak to the Administrator and/or DOC in the home.

What would make a great Change Leader?

- Great Change Leaders are people who are: 1) interested in consent, capacity, and substitute decision making; 2) familiar with the admission process at their home; 3) involved with ethics and/or quality improvement activities at the home, and; 4) able and willing to participate in PoET activities.

When will the Change Leader's activities begin?

- Change Leader(s) will collaborate with the Community Ethicist to select dates in the month prior to the launch of PoET at your LTC home. Education, mentoring and measuring will start in the month chosen for launch.

Who can the Change Leader(s) contact for support?

- Change Leaders will be connected to one another through the monthly check-ins, and they will also be able to call Dr. Jill Oliver at jill.oliver@williamoslerhs.ca or by phone at 647-278-0965 at any time.