

Koinonia

Christian Care



Loving Care for Elderly Christians

Welcome
Brochure



1977-2017
40
YEARS'
service

MISSION STATEMENT

To provide Christians in the autumn of life with physical, emotional and spiritual care to the highest standard and in a homely, family fellowship environment.



STATEMENT OF PURPOSE

Koinonia Christian Care is registered with the Charity Commission and exists to provide accommodation and care for elderly evangelical Christians.

It aims to provide a happy and comfortable permanent place of residence for Christians who need care by reason of age and to serve those residents to the highest possible standard. The intention is to actively foster Christian fellowship and companionship amongst residents and staff. It seeks at every opportunity to improve facilities for the benefit of all those receiving care within the available resources, including pastoral care. It aims to maintain fees at the lowest possible level consistent with sound financial stewardship.

The following values are held:

- The individual worth of all people in our care or employment or in contact with us is recognized. Their self-respect is acknowledged and upheld.
- The individuals in our care or employment are enabled to
 - (i) Operate at their own level of ability and fulfillment
 - (ii) maintain their dignity through recognition of their right to privacy, to be heard and consulted in decisions that affect their lives
 - (iii) contribute to the communal life
 - (iv) have access to the communal life
 - (v) state preferences and make choices
- Employment and services are without discrimination in accordance with the Equal Opportunities Statement of Intent.
- Services, buildings and furnishings, where provided, are of the highest quality possible within the resources available.
- Residential accommodation is understood as the individual's home.
- We respect everyone's recognition of and desire to meet their own spiritual needs.
- Our staff are a valuable resource and we encourage

them to have a lively Christian faith, use their gifts to the full and help them, through training if necessary, to deliver the best of care to our residents.

- The love of God through Jesus Christ is acknowledged to be freely given to all.

EQUAL OPPORTUNITIES – STATEMENT OF INTENT

The Trustees intends that, commensurate with its status as a Christian Care Home, Koinonia Christian Care, throughout its organization shall be committed to the principles of equal opportunity in its employment practice, provision of service, its structure, organisation and management practices. To preserve the ethos of the home the Senior Management posts are only open to committed evangelical Christians and all staff need to be at least sympathetic to the Christian faith. Priority is given to committed Christian applicants in competition with others of equal abilities and qualifications. Implementation, progress and monitoring will be the responsibility of the Secretary

and will be reviewed annually by the Trustees.

Koinonia Christian Care recognizes its responsibilities under the following and current Acts:

Sex Discrimination Act.

Race Relations Act

Disability and the Equality Act.

HISTORY OF KOINONIA

The concept of bringing into being a home for elderly Christians originated at a meeting of Ministers of the Sussex Auxiliary of the Fellowship of Independent Evangelical Churches in 1968, but it was nearly ten years later before the purchase of 4 Winchester Road was accomplished. Much prayer, many committee meetings, the formation of a Housing Association and launch of an appeal for funds took place in the intervening years. Originally it was hoped to find suitable land for the erection of purpose-built accommodation but eventually in October 1976 the Committee felt guided to the property now known as Tring House - after Mr. W. Tring, a founder member and first Treasurer of

Koinonia (Sussex) Ltd. Selection committees then got to work and the first Warden, Miss Muriel Jameson, was appointed. Six months later eleven folks were selected to become residents and they were welcomed to their new home on 22nd June 1977.

In 1980 a second house was purchased just around the corner in Richmond Road, known as Phipps House, in memory of the late Derek Phipps. This had an adjoining rear garden so it was easy to link the two properties together. Subsequently the house on the corner between the two properties was purchased (this is known as Jameson House) so that all three were then linked together.

In February 2007, the house at 43 Richmond Road came on to the market and the Management Committee's interest was aroused. Architectural examination confirmed that it would be possible to link this building into Koinonia and use the facilities of the home, including the lift. Our offer on the property was accepted but initially Worthing Borough Council refused permission for the premises to be changed from private dwelling

to residential care. After much prayer trying to gauge the Lord's will for the home, planning application was resubmitted and the Council's decision reversed. Builders were engaged and work commenced three months later, continuing until the beginning of 2008, providing 7 extra *en suite* bedrooms, a small lounge and conservatory, and an extended garden.

and so.....

KOINONIA TODAY

is now based on five interconnecting detached houses (the fifth house added in 2013), linked by a common dining room on the ground floor. There are two comfortable lounges and two sun lounges both leading to the garden. Three lifts to the first floor enable the whole home to be available to all residents. Thirty-nine residents' rooms are situated on both the ground and first floors. They are all carpeted and decorated and furnished to a comfortable standard. All have *en suite* facilities and are provided on a single basis. A nurse call system is installed throughout the home, and a modern fire alarm system is in operation.

Incoming residents are encouraged to bring small items of furniture and/or favourite possessions to make their rooms personal and homely.

The Home is currently registered by the Care Quality Commission (CQC) for both males and females over the age of 65.

The Registration Certificate is displayed in the front hall.

OCCUPATION CONCEPT

The word 'Koinonia' means 'fellowship' and this is what we seek to achieve in that there is a very varied programme of social times and events which residents can enjoy and participate in.

These times spent together can be a very rewarding experience and many look forward to the regular times of activities.

Within the week, usually after morning coffee, there is community singing, carpet bowls, and a weekly 'armchair' keep-fit class. There is also craft work on a regular basis, videos, and for those who want to have a quieter time the local library keeps us well supplied with large print books.

During the year various groups come and entertain, and there are times of fun and get-togethers. The latest fashions are brought to the home by clothes companies at least twice a year so enabling residents who are unable to get out to make a personal choice; also an optician, chiropodist and hairdresser all contribute to the wellbeing of the home.

Outings are arranged and they are with coaches specially adapted for wheelchairs or with volunteers and their cars. The countryside around Sussex is always worth a visit and there are tearooms who always make us welcome.

We encourage residents to continue to meet with their friends, go out for meals, attend church and meetings. We recognise the importance of maintaining good links with friends and relatives.

HOME ROUTINE

Meals

Menus are displayed in the dining room and a wide variety of meals are offered. Alternatives are always available if requested and where there are dislikes or preferences we can cater for them

on an individual basis.

Those requiring special diets, e.g. diabetics, receive appropriate dishes.

Meals and refreshments are served at stated times. The usual pattern is:

Breakfast, served in resident's room as requested

between 6.00 and 9.00am.

Morning coffee, 10.00 a.m. in the lounge.

Lunch, 12.30 p.m. served in the dining room.

Afternoon tea at 3.00 p.m. in the lounge.

Evening meal, served in the dining room, 5.15p.m.

Bedtime drinks are available in the lounge following the evening epilogues or later in rooms, as desired.

Residents who because of illness or infirmity are unable to attend the dining room receive a tray in their room a short while before the times stated above.

Cleaning

Cleaners work Monday to Sunday looking after public areas,

bathrooms and toilets. A main clean of residents' rooms is done fortnightly, with daily tidying and cleaning as required.

Laundry

All items of personal laundry must be clearly labeled. Labels can be obtained. Garments are washed as necessary in the home's own laundry.

Baths/Showers

Baths or showers are normally available at agreed frequency and times. Full assistance, as required, is available. All our baths have hydraulic bath seats for easy access and our showers are level access and seated.

Family Devotions

Each evening at approx. 6.30p.m. residents and duty staff meet in the lounge with ministry given by many outside speakers.

The home's Chaplain conducts a Communion Service monthly.

FEES AND CHARGES

Aim

As a not for profit charity, Koinonia Christian Care seeks

to maintain its fees at the lowest possible level consistent with sound financial stewardship.

Level of Fees

Fees are dependent upon room size, facilities and care needs.

Where residents are in receipt of an Attendance Allowance this is paid to Koinonia in addition to the standard room fees in recognition of the increased attendance (care) needs.

Prospective residents will be informed of the precise charge before an offer of residence is made. An annual review of the level of fees normally takes place in early April, being timed to coincide with the date of upgrading of statutory payments. Any changes will be notified to Residents at least a month in advance

Payment of Fees

Fees are due monthly in advance by Banker's Standing Order.

Need for Help

Prospective Residents requiring support from public funds must be assessed as needing care by the Social Services Authority in the area in which they live before they can be accommodated.

Wherever possible the members of the Management Team will be available to give assistance in seeking help. Current regulations concerning eligibility for statutory assistance are available on request from the Registered Office.

Absences

Where a Resident is away from the Home through holiday or temporarily in hospital, no reduction in the daily charge is available. In cases of long term absence (more than six weeks) the Management may further consider the rate of charge in the light of the levels of support available to the Resident.

Vacation of Room

(a) Death:

When a Resident ceases to occupy a room in the Home, all personal belongings, clothes and any other items should be cleared from the room within 7 days, during which period no charge shall be made.

Should the room not be so released the normal charge will be reinstated until clearance of all items relating

to the former Resident is complete.

(b) Not returning after long-term absence

After having received notice that the Resident is not returning to the Home, all personal belongings, clothes and any other items must be cleared from the room within seven days. Failure to observe this requirement will be penalised by full charges being levied plus a penalty for each week or part of week until clearance is complete. If the Resident was paying a reduced charge this will continue for up to 7 days.

(c) Voluntary Vacation of Room

The Resident must make all arrangements to clear the room by the date that notice expires. All charges due must be paid before the Resident ceases to occupy the room.

APPLICATION PROCEDURE

We recognise that the need to make the decision to give up one's own home and enter residential accommodation is often a difficult one, and we are always happy to arrange for such folk to visit

the home at an early stage in the procedure to meet staff and residents. Please contact the Registered Manager to make an appointment to look around.

Qualifications for entry

Koinonia is registered as a residential home under CQC categories for Dementia Care and Old People – over 65, male and female.

Those who are self-funding have more choice in moving to residential care. Those who need State funding must be assessed in their own home first by a social worker. Funding for residential care is not necessarily guaranteed.

Waiting list

We have a two-tier waiting list. The first is for those who may wish at some future date to come to Koinonia but who do not want to move in for the foreseeable future. The second is for folk who are actively seeking residential care and would wish to be contacted as soon as a room becomes available. Visits to an applicant in their own home will be made – by our Chaplain, to ensure that you are happy with the Christian ethos of Koinonia, and by our Registered Manager or member of our Senior Care

Team, to assess the level of physical care needed.

*Are you considering applying?
Please write for an application
form to:*

The Registered Manager
Koinonia Christian Care.
4 Winchester Road, Worthing,
BN11 4DJ

COMPLAINTS PROCEDURE

Any complaint relating to the service provided by Koinonia – its staff, other residents, visitors, etc. – must be made firstly to the Registered Manager who will inform the Chairman of the Trustees or the Secretary in his/her absence and arrange for the matter to be investigated fully. The complaint will be recorded in the home's Complaints Book.

In the absence of the Registered Manager, complaints should be made to the Deputy Manager. All complaints must be notified to the Chairman of the Trustees or the Secretary in his or her absence. A formal personal and written response to the complaint will be made immediately. A time scale will be agreed within which the complaint will be investigated and a formal report to the resident

and any others affected by the complaint will be made within that time scale. The complaint and all progress will be recorded in the home's Complaints Book.

If the complaint highlights possible or actual abuse then the management will raise a Level One Safeguarding Alert with the West Sussex Safeguarding team on 01903 739100

If a complainant feels that their complaint has not been dealt with satisfactorily by the Manager the matter may be referred to the Koinonia Trustees. In the unlikely event that a complaint or request cannot be dealt with satisfactorily by the Trustees the matter may be referred to the Registration Authority:

*The Care Quality Commission, South
East, Citygate, Gallowgate,
Newcastle-upon-Tyne NE1 4PA
Tel: 03000 616161*

If it is felt that the Registration Authority has unfairly dealt with a complaint and you have suffered injustice caused by the maladministration, you may ask the Ombudsman to investigate. The officer can be contacted at the following address:

*The Ombudsman, 21 Queen Anne's
Gate, London SW1H 9B*



