

**Ministry of Long-Term Care**

Office of the Associate Deputy  
Minister, Long-Term Care  
Pandemic Response  
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**Ministère des Soins de longue  
durée**

Bureau du sous-ministre associée  
Intervention contre la pandémie  
pour les soins de longue durée  
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**Ministry for Seniors and  
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**Ministère des Services aux  
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**Ministry of Health**

Office of the Associate Deputy  
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**Ministère de la Santé**

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Intervention contre la pandémie et  
relance  
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Toronto ON M5S 2S3



August 23, 2021

**MEMO TO:** Long-Term Care Home Licensees  
Higher-Risk Retirement Home Licensees  
Boards of Health / Public Health Units

**FROM:** Erin Hannah, Associate Deputy Minister, LTC Pandemic Response,  
MLTC  
Alison Blair, Associate Deputy Minister, Pandemic Response and  
Recovery, MOH  
Don Embuldeniya, A/Assistant Deputy Minister for Jacqueline  
Cureton, Policy Programs and Strategic Partnerships, MSAA

**SUBJECT:** Third doses of COVID-19 Vaccine for Long-Term Care Homes and  
Higher-Risk Licensed Retirement Homes

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We are writing in follow-up to the August 17, 2021 announcement about third doses of the COVID-19 vaccine for residents in higher-risk congregate settings, including long-term care (LTC) homes and higher-risk licensed retirement homes.

Based on the recommendation of the Chief Medical Officer of Health and health experts, the province will begin offering third doses of the COVID-19 vaccine to those at highest risk, providing them with an extra layer of protection against the Delta variant, as we face the fourth wave of the pandemic.

Residents of LTC homes and higher-risk licensed retirement homes will be eligible to receive their third dose at least five months following their second dose. Residents will receive their third dose in their residence, either within the home or through a mobile clinic.

As previously communicated, we are calling on public health units (PHUs) and homes to work together to set up homes to independently administer COVID-19 vaccines (where

they have not already done so) and begin working on administering third doses to residents as soon as possible. LTC homes with the lowest staff vaccination rates or homes that did not report their data to MLTC should be prioritized for third doses. Additionally, PHUs and homes should work together to include staff, student placements, volunteers and caregivers for first and second doses when administering resident third doses. Where homes do not have the capacity to self-administer (e.g., regulated health professionals with authority to administer vaccines are unavailable to partner with retirement homes), PHUs must continue to work with homes to identify the appropriate approach for administering third doses in homes (e.g., through the use of mobile teams). We have included the supporting materials previously shared for the LTC and retirement homes vaccine maintenance strategy, for ease of reference, as well as the updated consent form and information sheet. An updated consent form must be completed prior to administering a third dose. All homes are encouraged to gather consent forms from residents (or their substitute decision-maker), even if a date for vaccination has not been set.

As part of our efforts to continue supporting homes and PHUs and to ensure a clear understanding of home-administration, we are asking PHUs to identify which homes are currently independently administering COVID-19 vaccines by completing the attached request form for homes in your region and sending it to [MLTCPandemicResponse@ontario.ca](mailto:MLTCPandemicResponse@ontario.ca) by Monday, August 30<sup>th</sup>.

We sincerely appreciate the efforts made by public health units, long-term care homes and licensed retirement homes for your successful and impactful vaccination programs, and trust in your continued collaboration to ensure a successful third dose campaign.

As always, the ministries are available to support homes and PHUs directly should you have any questions related to this memo:

- For MLTC-specific questions: [MLTCPandemicResponse@ontario.ca](mailto:MLTCPandemicResponse@ontario.ca)
- For MSAA-specific questions: [RHInquiries@ontario.ca](mailto:RHInquiries@ontario.ca)
- For MOH-specific questions: [covid.immunization@ontario.ca](mailto:covid.immunization@ontario.ca)

Sincerely,

*Original signed by*

Erin Hannah

Alison Blair

Jacqueline Cureton

Attachments: Q&A document, Request for information from PHUs, consent form and information sheet, LTC/RH Vaccine Maintenance Strategy materials

c: Nancy Matthews, Deputy Minister, Ministry of Long-Term Care (MLTC)  
Helen Angus, Deputy Minister, Ministry of Health (MOH)  
Denise A. Cole, Deputy Minister, Ministry for Seniors and Accessibility  
Dr. Kieran Moore, Chief Medical Officer of Health  
Dr. Barbara Yaffe, Associate Chief Medical Officer of Health  
Michael Hillmer, Assistant Deputy Minister, Capacity Planning and Analytics Division, MOH/MLTC

Jay O'Neill, Chief Executive Officer and Registrar, Retirement Homes Regulatory Authority

Lisa Levin, Chief Executive Officer, AdvantAge Ontario

Donna Duncan, Chief Executive Officer, Ontario Long Term Care Association

Cathy Hecimovich, Chief Executive Officer, Ontario Retirement Communities Association

Monika Turner, Association of Municipalities of Ontario

Michael Jacek, Association of Municipalities of Ontario

Colleen Geiger, President and CEO (Acting), Public Health Ontario

Jeff Butler, Assistant Deputy Minister, LTC Pandemic Response, MLTC

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