QUALITY IMPROVEMENT PLAN PROGRAM

QIP Navigator Frequently Asked Questions: Long-Term Care

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Ontario Health

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Purpose of This Document

The purpose of this document is to answer questions related to how Ontario Health's QIP Navigator can be used to prepare the continuous quality improvement initiative (CQII) report, the requirements of which are set out in section 168 of O. Reg 24/22 of the *Fixing Long-Term Care Act, 2021*.

Further information can be found in the Ontario Ministry of Long-Term Care's Continuous Quality Improvement Initiative fact sheet.

This document was last updated September 15, 2026, and will continue to be updated as more information becomes available.

Frequently Asked Questions

Are long-term care homes required to submit a CQII report?

Each long-term care home in Ontario is required to prepare a CQII report for its home, publish the report on its website, and share the report with its residents' council and family council, as per the requirements of section 168 of O. Reg 246/22 of the *Fixing Long-Term Care Act, 2021* ("the Regulation").

Following consultation with the Ministry of Long-Term Care in 2026, the QIP Narrative now incorporates CQII requirements, further streamlining the quality reporting processes for long-term care homes and supporting compliance with section 168 of O. Reg. 246/22.

Can long-term care homes use QIP Navigator to prepare and submit their CQII reports?

Yes. In addition to being used for completing and submitting QIPs, the QIP Navigator platform can be used to prepare and submit CQII reports.

Prompts have been added to QIP Navigator to ensure that the various sections of the Regulation are incorporated in the mandatory fields of the QIP Narrative section. Additional information can be provided as needed in the "Comments" field of the QIP Progress Report and Workplan sections, the free-text field of the QIP Narrative section, and the "Other" field of the QIP Narrative section.

QIP Navigator also allows homes to export copies of their CQII reports to publish on their websites.

Is completion of the annual QIP considered completion of the CQII report?

Yes. The QIP Narrative now allows long-term care homes to address the requirements of the CQII report directly within the mandatory sections of the QIP Narrative.

However, it remains the responsibility of long-term care home licensees to ensure that all legislative and regulatory requirements are met. This includes confirming that all information required under the Regulation has been entered into QIP Navigator and included in the CQII report, as well as satisfying any additional requirements, such as publishing a copy of the report on the home's website.

Please note that the QIP Navigator platform closes annually on April 1.

Where in QIP Navigator can long-term care homes identify their designated lead for the CQII report?

This information should be provided in the “Contact Information/Designated Lead” field, which appears at the end of the QIP Narrative section.

Do the names of quality committee members need to be listed in the CQII report?

No. The Regulation does not require this.

Do the names of the people involved in evaluating a long-term care home’s quality improvement strategies need to be listed in the CQII report?

No. Although long-term care home licensees are required by the Regulation to maintain a record of the names of the people who participated in evaluations of the improvements described in the CQII report, the names do not need to be provided in the CQII report.

Need this information in an accessible format? 1-877-280-8538, TTY 1-800-855-0511, info@OntarioHealth.ca.
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