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# Glenfield Care Home

## *Resident Brochure Pack*

Bagatelle Care Home  
47 Eldon Street, Greenock PA16 7RA  
Tel: 01475 729424  
Fax: 01475 731561

Glenfield Care Home  
1 Bedford Street, Greenock PA16 8PG  
Tel: 01475 721028  
Fax: 01475 731592

Registered Charity No. SC004538



# GLENFIELD

## CARE HOME

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**G**reenock Medical Aid Society (GMAS) was founded in 1798 and is a voluntary organisation providing care for older people. As a registered charity we provide two care homes in Greenock with full nursing support at Glenfield and Bagatelle. Each home delivers compassionate responsive care and support. In partnership with Riverclyde Homes we also operate a sheltered housing complex at Bagatelle Court.

If you or a loved one are considering joining the Glenfield family, you can all count on a warm welcome. We cordially invite you, along with family and friends to visit the home. Take time to meet us all and we can provide you with all the information you require, including details of our Care Inspectorate reports, policies and procedures.

Here at Glenfield, we provide person centred nursing care in small group living environments. We are situated in the west end of Greenock in an enviable location with views of the river Clyde and Glenpark Cricket ground. We are firmly entrenched in the local community and have strong links with many groups, clubs, schools and agencies in the area.

Glenfield was purchased by GMAS in 1926 to replace a smaller home providing residential and nursing care. Since then it has been upgraded and extended on a number of occasions.

Glenfield provides fully furnished rooms suited to the needs of the individual. We do however encourage residents to bring personal items, such as furnishings, ornaments and photos that will help you feel at home. As part of our safety procedures, all items will be checked to ensure they comply with fire regulations and electrics will undergo a (P.A.T.) Portable Appliance Test.



[www.gmas.care](http://www.gmas.care)

# GLENFIELD A – Z GUIDE

## **Activities**

We have a great team of dedicated activities staff who arrange daily entertainment and activities in consultation with our residents.

Typical activities are reminiscence, carpet bowls, games, discussion groups, gentle exercise, music workshops, art and craft classes, media studies, concert parties, a gentlemen's group and special outings.

## **Advocacy**

Members of the House Committee in Glenfield visit regularly and act as advocates for residents.

Inverclyde Advocacy Service is also available on request.

## **Birthdays and Special Occasions**

Birthdays and special occasions are all marked in a suitable manner and celebrated appropriately.

## **Car Parking**

There is limited space at Glenfield for car parking, the area adjacent to the main door having to be reserved for ambulances or other emergency vehicles.

## **Care Plans**

On your arrival with us, your chosen key worker will work with you and your family developing a Care Plan entirely right for you. This will take in to consideration all your likes, dislikes, needs, wants and individual requirements.

## **Communal Area**

We encourage small group living and have a number of lounges and dining areas accessible to residents in addition to their own room.

## **Complimentary Therapies**

Our highly trained in house therapists offer a range of complimentary therapies at no extra charge. These include aromatherapy, massage, manicures etc.

## **Church**

All faiths and beliefs are supported and respected at Glenfield. Church services take place on a regular basis and Ministers/Priests and church visitors are always welcome in the home.

## **Doctors**

If you have lived locally and are registered with a local GP, you may wish to remain with your own doctor. We also have a Clinical Liason Nurse from HSCP who visits our Homes weekly.

## **Final Wishes**

We respectfully consult with residents and their families to ensure that this topic is covered with dignity and respect. This sensitive information is then adhered to and stored in your care plan for reference.

## **Fire Procedures**

Glenfield is a non-smoking environment and we have regular fire testing drills and maintenance checks.

## **Food**

Meal times are an important focus. Our aim is to provide tasty, nutritious, appetising meals. Our multi choice menus are on display, but we are also able to cater for individual dietary requirements.

Healthy snacks, fruit and home baking are always available along with hot and cold drinks at all times.

## **Hairdresser**

Our in house hairdresser is available every Tuesday.

(A small charge is made for this).

## **House Committee**

Each home has a House Committee that meets once a month in the home. An "Amenity Fund" is maintained by fundraising events. A programme of concerts, video shows and other entertainment also comes within the remit of this Committee. The friendly "Home Visiting" offers the opportunity for residents to talk to committee members passing on praise, concerns or suggestions to Management.

## **Inspection**

All Care Homes are subject to an annual inspection by the Care Inspectorate.

Copies of the inspection are available at [www.careinspectorate.com](http://www.careinspectorate.com)

## **Laundry**

We have a dedicated team of in house laundry staff who will undertake your laundry requirements. Labelling services are provided at no extra cost. Clothing should also be suitable for machine washable/tumble dry cycles. Dry cleaning is also available at an additional cost.

## **Library**

A range of books, videos, DVDs and special books with audio tapes, can be found in the library located in each lounge. For any resident who is an avid reader, books on specialist subjects can be obtained on loan through the Council's 'Home-bound Service'.

## **Mail**

Personal mail/email is delivered to each resident daily. Assistance can be given, where required, to read or respond to correspondence. Alternatively if you wish mail/email to be given directly to a loved one, that can also be arranged.





[www.gmas.care](http://www.gmas.care)



## **Mini Bus**

A mini bus, which is adapted for wheelchair users is available to Glenfield for the benefit of residents. The mini bus enables residents to go on organised trips and visits to local places of interest.

## **Newspapers and Magazines**

Your favourite newspapers and magazines can be delivered to your room.

## **Nurse Call System**

We have introduced an innovative silent Nurse Call system which does not disturb the tranquility of the home.

## **Pets**

We love having well behaved dogs to visit. Your friends and family are welcome to bring your favourite furry friends along at any time, as long as they are on a lead.

## **Policies**

In keeping with sound business practice, we have introduced a set of transparent policies and procedures designed to meet statutory care requirements. These may be accessed at any time and many shall be explained in detail, such as our complaints procedure.

## **Safety & Security**

For the safety and security of our residents we have a security entrance system and key coded doors and stair barriers in place.

Visitors and staff are required to sign in and out and the signing-in books are located at the reception.

## **Smoking Policy**

Glenfield Care Home operates a No Smoking policy within the building and its grounds.

## **Staff**

We have a highly experienced dedicated team of responsive and caring staff. Staff development is seen as an essential facet of the GMAS ethos. We have an ongoing programme of mandatory and needs led training. All nursing and care staff are registered with the relevant professional bodies.

## **Telephones**

Many of our residents have mobile phones, but if you would like a landline installed in your room, this can be arranged at your own expense.

## **Visitors**

Visitors are welcomed at any time.

You may also join your loved one for a meal with prior notice.

## **Wifi**

We have complimentary wifi throughout the home including individual bedrooms.









# GLENFIELD

## CARE HOME

Email: [admin@gmas.care](mailto:admin@gmas.care)

Phone: 01475 721028

Website: [www.gmas.care](http://www.gmas.care)

Facebook: [www.facebook.com/greenockmedicalaidsociety](http://www.facebook.com/greenockmedicalaidsociety)

Address: Glenfield Care Home,  
1 Bedford Street,  
Greenock,  
PA16 8PG



☎ 01475 729424  
☎ 01475 731561  
✉ admin@gmas.care  
🌐 www.gmas.care  
📍 Greenock Medical Aid Society  
47 Eldon Street  
Greenock PA16 7RA  
Registered Charity SC004538

## **Application for Admission 1<sup>st</sup> April 2025 to 31<sup>st</sup> March 2026**

Greenock Medical Aid Society operates two Care Homes which offer nursing support for older people at:

Glenfield 1 Bedford Street Greenock PA16 8PG  
Bagatelle 47 Eldon Street Greenock PA16 7RA

As a registered charity, the Society is a not-for-profit organisation which sets an annual Board Rate which reflects the operating costs of the Homes.

There are currently two main methods of funding residents' fees at our homes. The method applicable to you will be determined once the Social Work Department has carried out the financial assessment –

- Residents who are self funding
- Residents funded by the Local Authority
- 

Applicants are advised that if they wish to apply for the Personal and Nursing Care Allowances, to which all who permanently reside in Scotland are entitled, contact should be made with the Social Work Department of the Local Authority for the community in which they reside requesting an assessment. These allowances are paid by the Local Authority directly to the Society. The remainder of the Board Rate will be paid to the Society preferably by monthly Standing Order on the second Friday of each 4 weekly accounting period.

As part of our policy, we require payment prior to admission of fees covering the period from the date of admission to the end of the applicable accounting period preferably paid by bank transfer. Our admin/finance team will be in contact to arrange this with you once a place has been confirmed.

Please note it is now obligatory for you to notify, before entry, the appropriate Social Work Department for an assessment if you wish to claim either Personal and/or Nursing Care Allowances or additional supplementation, and no payment can be made towards your costs until approval is given by the Social Work Department.

Where a resident's personal financial resources are insufficient to meet the weekly charges, part of the difference between what is available and what is required may be met, in part, by additional supplementation from their Social Work Department.

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The Society is a registered charity and consequently is not for profit organisation, which means it does not generate a surplus or a deficit in its accounts. It operates on a break-even budget. This means that prospective residents who are funded by their Local Authority will be asked to discuss the possibilities of entering into an agreement for a member(s) of their family to make an additional contribution (Third Party Top-up) to contribute towards the gap between the rate they receive from their Local Authority and the Society's current Board Rate.

When completing the Application Form, you must indicate if you would accept a place, when a suitable room becomes available, in either Home or whether you have a specific preference for Bagatelle or Glenfield. The completed Application Form should be returned to the Administration Office at the above address.

Please note that the Society reserves the right to charge at its discretion, interest at 3% above the Bank of England base rate on Board accounts that are overdue by more than 14 days.

You can view us at the Society's website [www.gmas.care](http://www.gmas.care) and our Facebook page GMAS which will give you an insight into the facilities and resources available to residents at each Home and also an appreciation of the high standard of care that the Society provides.

Yours sincerely



**Chairman**  
**Archie Livingstone**

1<sup>st</sup> April 2025

<b>GMAS Weekly Room Rates 2025/2026</b>		<b>2025/2026</b>
<b>Bagatelle</b>		
Superior Single Room Ensuite	(1)	<b>£1,995</b>
Single Room with Toilet	(8)	<b>£1,863</b>
Single Room Ensuite	(19)	<b>£1,923</b>
Single Room without Toilet	(11)	<b>£1,811</b>
<b>Glenfield</b>		
Superior Single Room Ensuite	(2)	<b>£1,995</b>
Single Room with Toilet	(2)	<b>£1,863</b>
Single Room Ensuite	(6)	<b>£1,923</b>
Single Room without Toilet	(23)	<b>£1,811</b>



## Residential Care Enquiry Form

**This statement, on completion, should be returned in a separate sealed envelope, marked 'Confidential' to the Finance Manager, Greenock Medical Aid Society, 47 Eldon Street, Greenock PA16 7RA.**

This statement, in respect of the application for residence in a Home operated by the Society, is required for financial security purposes in order to retain a financial history of the resident should the Society encounter enquiries at a future date regarding the resident's financial assets. In line with the General Data Protection Regulation (GDPR), we at **Greenock Medical Aid Society** take your privacy seriously and will only use your personal information to administer your account. For further information or if you would like a copy of our Privacy Statement please visit <https://www.gmas.care/privacy-policy/> or contact our Admin department at admin@gmas.care (01475 729424).

TO BE COMPLETED FOR ALL ENQUIRIES			
HOME DETAILS			
<b>Home Name</b>	Bagatelle Care Home / Glenfield Care Home		
APPLICANT'S DETAILS			
<b>Name</b>	(Mr/Mrs/Miss/Ms/Dr)		
<b>Date of Birth</b>		<b>National Insurance Number</b>	
<b>Proposed Date of Admission</b>		<b>Room Number</b>	
<b>Care Type</b>	Nursing/Dementia Nursing/ Dementia Residential/Residential/Respite/Intermediate		



**1. APPLICANT'S FINANCIAL INFORMATION**

<p>1. Have you a 12 Week Property Disregard or Deferred Payment Agreement in place with the local authority?</p>	<p>Yes/No</p>
<p>2. Are you in the process of arranging a Deferred Payment Agreement?</p>	<p>Yes/No</p>
<p>3. If you own a property, please provide the address.</p>	<p>.....                  .....                  .....</p>
<p>4. If the property is jointly owned please provide details of all joint owners and their relationship to you.</p>	<p>.....</p>
<p>5. Is the property subject to a mortgage and if so what is the sum due on sale of the property?</p>	<p>.....                  .....</p>
<p>6. Please provide details of all individuals living at the property.</p>	
<p>7. Do you intend to sell your property?</p>	<p>Yes/No</p>
<p>8. If 'yes' to the above, please confirm when you expect to market the Property.</p>	<p>.....</p>
<p>9. Please provide details of savings or any other assets over the current local authority threshold (set at £35,000) that you have.</p>	<p>.....                  .....                  .....                  .....</p>

**2. INFORMATION ABOUT YOUR REPRESENTATIVE/ATTORNEY**

<b>Full Name</b>	(Mr/Mrs/Miss/Ms/Dr)		
<b>Address</b>		<b>Post Code</b>	
<b>Telephone Number</b>		<b>Email Address</b>	
<b>LEGAL STATUS (please tick and provide copy of documents)</b>			
<b>Pre-Adults with Incapacity (Scotland) Act 2000 Power of Attorney</b>			
<b>Registered Continuing Power of Attorney</b>			
<b>Registered Continuing and Welfare Power of Attorney</b>			
<b>Registered Welfare Power of Attorney</b>			
<b>Intervention Order</b>			
<b>Guardianship</b>			
<b>None of the above</b>			

**Declaration:**

I declare the above is a true statement of my whole financial resources and that it has been freely given to assist the operation of the Society.

Applicant's  
signature\_\_\_\_\_Date\_\_\_\_\_



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## Creating a more dementia-friendly environment.

At Greenock Medical Aid Society we have fitted dementia-friendly photographic name plates on each resident's bedroom door. We had engaged a professional sign manufacturer to help with this.

Researchers at the Dementia Centre at Stirling University have established that the use of a familiar photograph placed on the door of a resident's room improved recognition of that room for those with dementia or impaired memory.

We would therefore ask if you would provide us with a photograph of yourself / your loved one, on admission to Bagatelle or Glenfield. The most suitable photograph is one which will mean something special to the resident and hence trigger recognition of their bedroom. The photograph can either be of the resident, preferably taken in their younger years, or of their wedding day or a family group. If you have a favourite photograph or are in possession of one which is special to the resident.

We would therefore be obliged if you would provide us with the photo temporarily so that we can copy it and use it for their personalised name plate. The photograph will be returned to you as soon as we have copied it in a size to fit the name plate.

If you require any further information regarding this then please do not hesitate to ask a member of staff.

Thank you.

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# John Brown

