

# Visitor Guidelines

## Pre-visit screen with family

The family will contact staff at least 72 hrs. before the day/overnight visit to make arrangements. The following questions must be asked by staff before the visit takes place.

Family Member Name:		Individual Name:	
Staff Name:		Date(s) of Overnight/Day visit:	

1. Where will the individual be going when they are with you?

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2. Who else will be at the home or visiting?

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3. Who can support the individual to self-assess?

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4. Are you able to practice physical distancing?

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5. Will everyone wear masks where needed (when physical distancing cannot be maintained)?

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Let the family know the plan will be reviewed and if there are any concerns the family's plan may need to be adjusted before the visit occurs.

**This form needs to be completed in its entirety and scanned and emailed to the Supervisor to review before the visit.**

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## Post Visit Screen with Family

When the individual returns home from their visit with their family, staff will direct the following questions to the family:

Family Member Name:		Individual Name:	
Staff Name:		Date of return: <b>If an overnight visit “enhanced precautions”</b> is 14 days from this date. In the communication book note the end date for the 14 days:	

1. Where did the individual go when were with you?

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2. Who did the individual have contact with while they were staying with you?

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3. Did anyone who was around the individual display any COVID symptoms during this visit?

Yes  No

If yes, who? And what symptoms?

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If there are any concerns bring them forward to the Manager/Supervisor.

## Appendix A – Requirements Upon Returning From a Day Visit

When a person we support (PWS) returns after a day visit, the following steps are required:

1. The family and PWS will meet with staff outside of the house to complete the Post Visit Screen and not enter the home.
2. The PWS will have to pass an active screening (including temperature taken). This is in addition to their twice daily health check. If person does not pass screening, the site will follow isolation protocols.
3. The PWS will perform hand hygiene.
4. The PWS will go to their room and change clothes. All clothes from the visit will be washed. All toiletries will be sanitized.
5. PWS will self-monitor with the help of the staff asking if they are experiencing any symptoms.

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## Appendix B – Requirements Upon Return From an Overnight Visit

When a person we support (PWS) returns after an overnight visit, the following steps are required:

1. The family and PWS will meet with staff outside of the house to complete the Post Visit Screen (of the family) and not enter the home.
2. The PWS will have to pass an active screening (including temperature taken) This is in addition to their twice daily health check. If person does not pass screening, the site will follow isolation protocols.
3. The PWS will perform hand hygiene upon entry and frequently thereafter.
4. The PWS will go to their room and change clothes. All clothes from the visit will be washed. All toiletries will be sanitized.
5. For the next 14 days they will follow enhanced precautions/limit contact with other people supported. Avoid common areas. If common areas can't be avoided, the PWS must wear a mask and maintain physical distancing. Disinfect areas they have used before the next person uses them.
6. Only receive outdoor visits during the 14 days.
7. PWS will self-monitor with the help of the staff asking if they are experiencing any symptoms. (minimum Daily Health Check 2x/day)
8. PWS may leave the home for short stay absences (non-overnight) provided they follow the short stay absence guidelines upon return.
9. Post in the communication book the days of enhanced precautions and when the 14 days ends.

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