



Birchwood Suites Assisted Living

COVID-19 Visitation Policy

Policy: It is the policy of Birchwood Suites Assisted Living to conduct visitation in accordance with the most recent Department of Health guidance regarding adult care facility visitation. Strategies will be updated as more information becomes available and guidance changes.

Procedures:

1. Conditions for Visitation

- There have been no orders by local health department or NYS Department of Health to quarantine the community.
 - With the exception of compassionate or end-of-life care visits, to be eligible for visitation, residents must not be in isolation or observation with suspected or confirmed COVID-19 diagnosis.
 - Visitors under 16 years of age must be accompanied by an adult aged 18 or older.
 - Compassionate care and end of life visitation will be permitted when visitation is not otherwise permitted in accordance with the Department of Health's current visitation guidance.
2. All visitations must be conducted with strict adherence to the Core Principles for reducing the risk of COVID-19 transmission (copy attached) and in accordance with Birchwood Suites adopted and effective visitation plan.
 3. All relevant COVID-19 infection control procedures must be communicated to staff, residents, and visitors to keep them informed of the safeguards in place to safely conduct visitation at the community.
 4. Appropriate signage regarding facemask utilization and hand hygiene as well as social distancing floor markings/delineations must be in place at the facility.
 5. Visits must be scheduled in advance unless expressly authorized by the Administrator/Wellness Director or their designee to approve visitations.
 - Visitation is permitted on following days and times of the week:



- Visiting hours will be 10:00 am - 5:30 pm 7 days a week. The last visit for the day will be at 5:00pm.
6. The maximum length of each visit is 30 minutes long.
 7. Visits are limited to one to three visitors per resident at one time.
 8. Outdoor visits are conducted in the designated outdoor area, weather conditions permitting
 9. Indoor visits are conducted in the lower level of the building in a communal area and/or in the resident's private living space. Visitation should not be conducted in a resident's room if they share a room with another resident. The sole exception is that in-room visitation for residents in shared rooms will be permitted if a resident's health status prevents them from leaving the room and arrangements are made in advance of such visit.
 10. At no time will the total number of visitors inside or outside exceed 9.
 11. Prior to the visit, Birchwood Suites, receptionist will direct the visitor to the facility website to review the facility's adopted and effective visitation plan. Whenever possible, any family member or representative unable to access the website must be provided a print copy before coming for the visit. The visitation plan will be maintained at the reception area should be provided to visitors upon request.
 12. Upon arrival, the staff person/receptionist receiving the visitors at the front door will provide a facemask and offer use of hand sanitizer to any visitor that does not have a face covering or would like to sanitize their hands before proceeding.
 13. Birchwood Suites will designate facility staff to supervise and monitor permitted visitors for adherence to the Core Principles for reducing the risk of COVID-19 transmission.
 14. All visitors, including those making compassionate care visits which includes resident who are in hospice and/or physically bed bound, will sign in, be given a fact sheet outlining visitor expectations and will be screened for COVID-19 signs and symptoms. Visitation will be denied to any potential visitor that does not pass the health screening, then current requirements regarding international travel and/or who has been exposed to a COVID-positive person in the previous 14 days.
 15. The staff person screening visitors will collect their full name, home address, day/evening phone number, email address (if available). The name of the resident they are visiting, where the visit will take place as well as confirming the visitor cleared screening protocols will also be documented



16. When possible, the designated facility staff will accompany the visitor(s) to the identified meeting location. If that is not possible, designated facility staff will remind visitors of appropriate COVID-19 infection control procedures (e.g. social distancing, mask wearing, handwashing etc.) and direct visitors to go directly to the visitation place.
17. ALL staff shall observe for and report to administration if any visitors that are not following social distancing, face covering or other rules. **NO VISITOR SHOULD BE MOVING ABOUT THE COMMUNITY UNACCOMPANIED BY A STAFF PERSON.**
18. **Supervision for indoor and outdoor visits in communal areas:** Staff persons assigned to supervise visits will keep their distance from each visit group to allow for privacy unless assistance is needed. Staff will maintain general awareness that visitors and residents are complying with social distance, face mask and other rules. Any visitor not complying shall be given a warning that further noncompliance will result in loss of their ability to continue the visit or to visit again. Repeated noncompliance should be reported to the administration.
19. **Supervision for in-resident-living quarters:** Supervision in residents' living quarters is comprised of:
 - Documenting health and travel screening.
 - Providing the visitor with the applicable rules regarding visitation.
 - Observing visitor's compliance when walking to and from the resident room.

Any visitor not complying shall be given a warning that further noncompliance will result in loss of their ability to continue the visit or to visit again. Repeated noncompliance should be reported to the administration.
20. **Noncompliant visitors:** If the Administrator determines that a noncompliant visitor must end their visit or not be allowed a future visit because the Administrator reasonably believes the visitor is directly endangering the safety of any resident, the Administrator will record and maintain on-site a written statement of the incident including why visitor access was denied or cut short, the date and time and identification of the individual, and make the documentation available upon request to the resident involved and to the person denied visitor access.
21. **Cleaning between and after visits:** Assigned staff persons will clean and disinfect high frequency touched surfaces and designated visitation areas on a regular basis and after each visit. Refer to Sanitizing Policy for proper cleaning techniques. Resident rooms where a visit has occurred shall also be cleaned and disinfected after each visit.

22. **Resident visits/social outings off the community’s property:** The person(s) with whom the resident is visiting will be made aware of the community’s COVID safety precautions
23. and will be asked to sign that they understand the protocols and the importance of adhering to them. This documentation will be maintained in the resident’s record. Upon return to the community, residents will be required to undergo required screening activities.

Core Principles

Adherence to Core Principles: Regardless of how visits are conducted certain core principles and best practices reduce the risk of COVID transmission including:

<input type="checkbox"/>	Screening all who enter for signs and symptoms (temperature checks, questions and observations for signs/symptoms. Denial of entry of anyone with signs or symptoms, or who had close contact with a COVID positive person in the 14 days prior.
<input type="checkbox"/>	Hand hygiene (preferably alcohol-based hand rub)
<input type="checkbox"/>	Use of face coverings or masks covering both mouth and nose
<input type="checkbox"/>	Social distancing between persons, at least 6 feet
<input type="checkbox"/>	Signage throughout facility including proper visitor education on signs and symptoms, infection control precautions use of masks, specified entries, exits and routes, hand hygiene, etc.
<input type="checkbox"/>	Cleaning and disinfecting high frequency touched surfaces and designated visitation areas often and after each visit.
<input type="checkbox"/>	Appropriate staff use of PPE
<input type="checkbox"/>	Effective cohorting of positive or presumed positive residents to the greatest extent possible
<input type="checkbox"/>	Residents in isolation or observation and residents with suspected or confirmed COVID-19 diagnosis, irrespective of vaccination status, should not have visitors outside of compassionate or end of life care.