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# VISITATION POLICY

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## *COVID-19 VISITATION POLICY*

HCA is strongly committed to preserving the relationship between the individuals served, their families, and friends. We recognize in order to promote individuality, independence, inclusion and productivity we must foster these supports. Therefore, we welcome visitation at the residence.

Naturally, there needs to be policies for the individual, family and agency to be protected. The agency needs clear guidelines from the individual and/or guardian regarding who, when, where visitation is permitted. This includes visits to the residence and at this time leave visits are not permitted per OPWDD guidance.

At this time, we are having visits between 9am-11am, 1pm-3pm, and 6:30pm-8pm, as staffing permits to provide the appropriate disinfection in between visits. These times avoid meal times due to the increased risk while there are meal times. Visitation is encouraged to occur outdoors if weather permits. Visitation remains prohibited anywhere except within sight of the residential facility and shall not include sitting in a non-agency vehicle or leaving the premises unmonitored by staff. Visitation must not occur with any individuals who are currently in quarantine due to exposure for COVID-19 or isolation for a positive COVID-19 test outside of compassionate care or end of life visits.

The agency will monitor and adhere to recommendations from state, county and local government in relation to Covid management. This may include limiting and or restricting visitation.

## *RESPONSIBILITY PROCEDURE*

### **Residence Manager**

1. Will schedule visits ahead of time. Only 2 visitors (more than two planned visitors should be cleared with assistant director prior) above the age of 18 at a time and visitors should be, to the extent possible, members of the same family or household. Visits need to be staggered so as not to have multiple families visiting in a shared space at one time and to ensure adequate time to clean any common areas or high touch surfaces between

visits. Be cognizant of the time spent visiting in order to maximize access to visitation by all residents. Providers must notify visitors, at the time they are scheduling a visit, whether there are any positive or suspected cases of COVID-19 in the home

2. Will notify other residents ahead of time that visitors will be present and remind how to remain socially distant from them

3. Will thoroughly discuss the potential risks and benefits of the visitor's presence with the visitor and the resident ahead of a scheduled visit

### **Staff of Duty**

1. Any areas of the facility utilized by the visitor(s) shall be disinfected immediately following the visit

2. Will complete the Family Visitation Screening Tool on AWARDS prior to them entering the group home, which includes symptom and temperature checks and shall be denied visitation if they report any COVID-19 exposure or symptoms during the prior 14 days, or have a temperature over 100.0 degrees Fahrenheit. The Family Visitation Screening Tool will maintain a daily log of all visitors, which shall include names and contact information, as well as the location within the facility/property that visitation occurred.

3. Will provide the family a face mask if they do not come with one. Visitors who refuse to wear a face mask must be asked to leave the facility

4. Will ensure that visitors must sanitize their hands upon arrival and perform meticulous hand hygiene throughout the visit

5. Will ensure that visitation exercised inside the facility only occurs in a designated area where disinfection, social distancing, and separation from other residents can be safely implemented. Visitation is encouraged to occur outdoors if weather permits. Visits may occur in single bedrooms, ideally. Visitors must remain in the resident's room throughout the visit except when directed by staff to leave

### **Visitor**

1. All visitors should be 18 years of age or older, except in rare exceptions as determined by the facility.

2. Agrees to undergo symptom and temperature checks by facility staff and shall be denied visitation if they report any COVID-19 exposure or symptoms during the prior 14 days, or have a temperature over 100.0 degrees Fahrenheit.
3. Visitors must properly wear a mask throughout the entirety of the visit. Visitors who refuse to wear a face mask will be asked to leave the facility
4. Visitors must sanitize their hands upon arrival and perform meticulous hand hygiene throughout the visit.

### **Home Visits**

The location(s) of the visit does not include:

- Any household member suspected or confirmed to have COVID-19
- Any household member who has been exposed to COVID-19 in the prior 14 days
- Any household member displays any symptoms of COVID-19 in the preceding 14 days

Staff should remind families to ensure that individuals are washing and/or sanitizing hands throughout the day, implementing social distancing whenever possible, and wearing face coverings whenever social distancing cannot be maintained in public. Prior to home visits, staff should discuss strategies to best implement these practices and ensure that families have face coverings if needed.

### **Documentation Requirements for Home Visits:**

In order to be able to sufficiently trace and track any potential COVID-19 exposure, providers are required to maintain a daily log of all home visits and other visits off site from the certified residence. Daily logs must include the following information:

- The names of any individuals who participated in a home visit, including the address of the home visit, and the dates and times such visit started and ended

- Confirmation that person(s) picking up or receiving an individual for a home visit denied that anyone in the household was currently under isolation or quarantine for COVID-19
- Confirmation that person(s) picking up or receiving an individual for a home visit denied that anyone in the housing had any known exposure to COVID-19 in the prior 14 days
- Confirmation that person(s) picking up or receiving an individual for a home visit denied that anyone in the household has exhibited any of the following symptoms within the last 14 days: Cough; Fever of 100.0 degrees or greater; Sore Throat; Shortness of breath; Headache; Chills; Muscle Pain; and/or New loss of taste or smell.
- Confirmation that the individual participating in the visit passed their health screen immediately prior to participating in the home visit
- Addresses of any and all places the individual spent time during the home visit, including the names of other people spending time in close contact (within 6 feet) or proximate contact
- Confirmation that the individual passed their health screen upon return from the home visit.

### **Individuals Returning to IRA**

Any individual on a home visit during the implementation of the March 24, 2020 guidance, or who thereafter went on a home visit, who desires to now return to the residential facility must be permitted to do so consistent with this guidance. To safely accept an individual back to the home, the following conditions must be met:

- In the 14 days preceding the individual's return, the residential facility must have no known or suspected cases of COVID-19
- The individual must have not knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive for COVID-19 or who has or had symptoms of COVID-19

- Confirm that for the 14 days prior to the individual's return to the facility, the individual confirm in writing that the individual did not display any of the following symptoms in the 14 days prior to return: Fever of 100.0°F or greater; Cough; Shortness of breath or difficulty breathing; Chills; Muscle aches; Headache; Sore throat; Abdominal pain; Vomiting; Diarrhea; Runny nose; Fatigue; Wheezing; and/or New loss of taste or smell. If any of these symptoms are noted, the family should be referred to their medical provider or the Local Department of Health for assessment and testing.
- Facilities should observe returning residents for signs and symptoms of illness for 14 days after return to the residential facility.

Please note that an individual returning to a residential facility following an extended home visit may need to follow precautionary quarantine measures upon return, which should be implemented in collaboration with the Local Department of Health. The residential facility shall additionally periodically review the Covid-19 Travel Advisory website: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>. A negative test prior to entry will not eliminate the need for such quarantine.

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### **Reporting**

The agency administration will be responsible to complete required notifications and tracking to Health dept., OPWDD and other required entities.