



EOHHS Residential Programs Off-Site Visit Attestation Form

The Guild for Human Services

Updated December 9, 2020

Please ensure this form is submitted at least four days in advance of proposed visit.

The following form is for use at residential congregate care programs operated, funded, or licensed by an agency within the Executive Office of Health and Human Services who are permitting residents to leave the program site on a temporary basis. This form should be completed four days prior to departure from the program site. At present, only one such visit per week is allowed to reduce the spread of COVID-19.

This form is being completed by (check one):

- Parent / guardian
- Other Immediate Family Member (Relationship to Resident _____)

Requirements for off-site visitation

As a condition of the off-site visit being permitted, the following must be true:

1. The resident is not currently under isolation because they are presumed or confirmed COVID-19 positive or quarantined because of close or household contact.
2. All individuals who the resident plans on visiting are free from any symptoms of COVID-19, and have not been in close contact¹ with anyone with a confirmed or suspected case of COVID-19 in the past 14 days.
3. Close contact will be prevented with anyone who has not been screened for symptoms of COVID-19.
4. Upon the resident's return to the residential program:
 - a. The resident will be screened for symptoms of COVID-19.
 - b. A form will be completed listing the names and contact information of all individuals who came into close contact¹ with the resident during the off-site visit.
5. The proposed visit meets the requirements of the Commonwealth of Massachusetts travel order.

¹ Close contact is defined as being within 6 feet of a COVID-19 positive person, for at least 10-15 minutes, while they were symptomatic or within the 48 hours before symptom onset, or someone who tested positive for COVID-19, regardless of symptoms, in the 48 hours before their test was taken or anytime in the 10 days after the test



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Preventative measures to keep residents safe

Preventative measures such as those listed below should be taken during the entire duration of the off-site visit:

- To the extent possible, activities should be conducted outdoors and in settings where individuals are able to remain at least 6-feet apart. Time spent in highly populated or enclosed public areas should be minimized.
- Close proximity and physical touch should be limited (e.g., avoid face-to-face contact and kissing, hug with faces turned in opposite directions).
- Face coverings should be worn by all individuals, as they are able, when in public spaces, confined spaces, or otherwise in close proximity (i.e., within 6 feet, such as in a car).
- Hands should be cleaned frequently, with soap and warm water for at least 30 seconds, or with an alcohol-based hand sanitizer with at least 60% alcohol content.
- No food should be shared off the same plate and individuals should not drink by mouth from the same container.
- All individuals should monitor themselves or those around them frequently for symptoms of COVID-19, and the resident should strictly avoid anyone displaying symptoms.
- If staying off-site overnight, the resident should sleep in their own room or at least six feet from others while sleeping.



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Signature:

I _____ (name) have read this document and confirm that all the requirements listed allowing the off-site visit to occur are true, to the best of my knowledge, and that I will make every reasonable effort to follow infection control best-practices, such as the preventative measures outlined in this document.

Name of resident)

Name/Relationship to resident of person completing this form)

Signature

Date

This visitation is approved.

Signature of Residential Associate/Director/Chief

Date



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Listing of Close Contacts

Upon return to the residential program, the following form should be completed listing all individuals with whom the resident has come into close contact, defined as being within 6 feet for at least 10-15 minutes.



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