



**Date:** \_\_\_\_\_ **Name of Resident:** \_\_\_\_\_

**Your Name:** \_\_\_\_\_ **Your Phone Number:** \_\_\_\_\_

**Your Address:** \_\_\_\_\_

**Your Email Address:** \_\_\_\_\_

Long-Term Care (LTC) Homes require a written request to the Home to be designated as an Essential Caregiver. Homes are required to have a procedure for documenting caregiver designations.

### **What is an Essential Caregiver?**

An essential caregiver must be at least 18 years of age. The caregiver must be providing direct care to the resident they are coming into the Home to see. The decision to designate an individual as an essential caregiver rests entirely with the resident or their substitute decision-maker (as appropriate). Examples of essential caregivers could include family members, privately hired caregiver, paid companion etc.

The designation must be completed in writing to the Home in advance.

A resident or their substitute decision-maker (as appropriate), may change a designation in response to a change in the resident's care needs that is reflected in the plan of care; availability of a designated caregiver (either temporary or permanent, i.e. due to illness).

Please check the appropriate box(es) below for your situation.

### **I want to be designated as an Essential Caregiver to:**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Support resident during meal time            |
| <input type="checkbox"/> | Support resident's mobility                  |
| <input type="checkbox"/> | Support resident with their personal hygiene |
| <input type="checkbox"/> | Provide cognitive stimulation                |
| <input type="checkbox"/> | Support the resident's communication         |
| <input type="checkbox"/> | Provide meaningful connection                |

I understand in my role as an essential caregiver I am permitted into the Home as outlined by the Ministry of Long Term Care/JMPC, and confirmation of passing the passive screening tool prior to each visit.

If a resident is self-isolating or symptomatic, only essential caregivers are permitted.

- Essential caregivers will be directed as to the appropriate PPE required at the time of the visit and will depend on the location of the visit.
- Essential caregivers must follow the restrictions in place during the time of their visit.

**Please complete this document and return via email to:**

Bobbie-Joe Blackburn: [bblackburn@lennox-addington.on.ca](mailto:bblackburn@lennox-addington.on.ca)

Or fax to: 613-354-7387

Or: Drop off at reception

Thank you in advance for your cooperation.

Should you have any questions please do not hesitate to call during business hours and we will direct your call to the appropriate person.

Thank you,

Angela Malcolm  
Director, Long Term Care Services