

Guidelines for Socially Distanced Family Visits-COVID-19

Effective June 19, 2020

Background:

On June 18, 2020, OPWDD issued ***COVID-19: Interim Visitation Guidance for Certified Residential Facilities***. The standards outlined in the guidance are effective June 19, 2019. The standards outlined in this document are in compliance with these requirements.

The CEO has submitted a signed attestation that the Agency will participate in the visitation program as authorized by OPWDD and adhere to the requirements outlined by OPWDD. Furthermore, this attestation provides that, “All facilities opting to allow visitation under this guidance reserve the right to impose additional restrictions, upon notice to and approval by OPWDD. Additionally, any facility opting to allow visitation under this guidance reserves the right to cease participation and end visitation access while visitation restrictions otherwise remain in place, upon notice to OPWDD”.

Purpose:

In an effort to foster continued family involvement during the remainder of the COVID-19 visitation restrictions, the following guidelines are in place to foster limited, safe interactions between the people we support in our residential services and their circles of support. The guidelines outlined below apply to any member of the person’s circle of support including the care management team.

The visits described below may be arranged for homes that have not had any individual who was positive (or presumed positive) of COVID-19 for a period of 14 days. All visits to homes that do not meet this criterion must continue to be virtual contacts.

Residential Management Responsibility:

1. All visits must be arranged in advance between the visitor and residential management team. The designated manager must ensure that there is enough staff available to maintain the safety of all individuals in the home. Visits shall 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. The number of visitors to any home should be limited to 2 visitors at a time. Any exception to this standard must be approved, in advance, by the Managing Director of Residential Services or CPO.
2. The Residential Director is responsible to approve the visit and to ensure that the visitors understand the visit parameters and agree to adhere to them. Each visitor will be asked to sign a copy of this document acknowledging this understanding. The signed acknowledgment will be maintained by the Director for future visits by the same visitor as long as the Agency’s visitation standards are unchanged. The Director will notify the Managing Director of Residential Services, Chief Program Officer and the Chief Clinical Officer to ensure that there are no questions/concerns regarding the specific situation.
3. Prior to arrangement of any visit, the Director or designee must ensure that all individuals who reside in the home are notified ahead of time that visitors will be present and advised how to remain socially distant from them.
4. The Director or designee will thoroughly discuss the potential risks and benefits of the visitor’s presence with the visitor and the individual ahead of a scheduled visit.

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5. The agency reserves the right to prohibit, limit, restrict or discontinue any visit for failure to adhere to the standards outlined below or has the potential to put individuals or staff at risk.
6. Any areas of the property utilized by the visitor(s) shall be disinfected immediately following the visit.

Visitation standards to be maintained:

1. Visitors must schedule visits in advance.
2. Visits may take place only between the hours of 11:00 am and 7:00 pm on any day of the week. At the discretion of the Director, further limitations on visitation may be imposed based upon the size of the home, needs of the individuals and staff availability.
3. All visits are limited to no more than 1 hour in duration.
4. All visitors should be 18 years of age or older, except in rare exceptions as determined by the Managing Director of Residential Services or the CPO.
5. At the present time, visits are not allowed inside the home. They are only to occur outside of the home, on agency property. Sitting in a non-agency vehicle or leaving the premises unmonitored by staff is prohibited
6. Upon arrival to the agency property, all visitors must be screened using the established agency visitor/staff screening protocol. In addition, visitors shall be specifically asked if they have had a positive COVID-19 diagnosis or exposure within the previous 14 days. Display of symptoms, positive diagnosis or positive exposure would prohibit the visit.
7. The visitor(s) will be required to provide their names, phone number and address to the staff who will note the information on the visitor log along with the location within the property that visitation occurred. To protect visitors' personal information, when completing the log for visitors for whom the program maintains updated contact information, the staff may indicate, "on file" rather than including full contact information.
8. Visitors must sanitize their hands upon arrival and perform meticulous hand hygiene throughout the visit.
9. All visitors will be provided with a mask to wear during the visit. Gowns may be offered if determined to be advisable based upon behavioral or other clinical reasons.
10. Absolutely no physical contact is to take place.
11. A barrier of no less than 8' must be maintained between visitors and all individuals in the home. The type of barrier may differ from program to program depending on the cooperative nature of the individuals and the layout of the property. **Some suggestions:**
 - a. 2 sets of tennis nets 8 feet apart separating the visitors from individuals
 - b. Visitors/individuals are in 2 distinctly separate areas of the property such as deck vs. lawn (still requiring 8' distance).
 - c. Portable tables are set up as a barrier with chairs on either side
 - d. If a driveway is being used for the visit, the family member remains in his vehicle and the individual(s) 8 feet away with a clear barrier marking the distance.
 - e. Other arrangements that are approved by the Director.
12. Adequate staff should be present in the area of the individual(s) to actively ensure that there will be no cross-over.
13. Hand sanitizer/disinfectant should be available in the area where the visit is to take place.

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14. Individuals, staff and visitors are to wear masks (unless clinically determined otherwise for the individual) for the entire visit.
15. If gifts, food etc are shared or exchanged, proper disinfecting should take place by staff prior to transfer to individuals.
16. If any food is involved, disposable plates and utensils must be used and food cannot be moved between areas.
17. A trash can/bag should be set up in the area to dispose of PPE and paper products prior to re-entry to the home by staff and individuals.
18. Staff must disinfect any area used by the visitors immediately following the visit. Tables, chairs etc. that were used by the visitors should be thoroughly sanitized and remain outdoors following the visit.
19. Individuals and staff must thoroughly wash their hands immediately upon entering the house.
20. If at any time, staff determine that the visit failures to adhere to the above standards, including the refusal to wear face covering, or there is a potential that an individual or staff may be at risk, staff has the authority to cease the visit. Staff should immediately notify the residential management team. If the CPO, CCO and Managing Director jointly determine that a potential exposure may have occurred due to non-compliance with these standards, the individual may be required to be in protective isolation.

By signing below, I agree to follow the guidance outlined above. I understand that my visit will be cut short and I will be asked to leave should I not follow the guidance as outlined above.

Individual who will be visited:	
Date:	
Visitors Printed Name:	
Visitors Signature:	