



## HURON LODGE

Dear Families and Friends,

The Huron Lodge family is happy to share with you the information and the process in regards to the Caregiver designation and General Visitor designation. We understand the importance of family/friend presence as a part of the healing process and an important source of mental and emotional strength.

We can appreciate the excitement of reuniting with your loved ones and therefore we have carefully composed a safe process to ensure we continue to remain COVID-19 free within our home; the health and safety of our residents, families, team members and visitors is our top priority. To ensure this, we need to work as partners as we all have the same goal of providing quality and loving care to our residents/loved ones while ensuring their safety. Our staff worked extremely hard to keep everyone safe and we are now re-welcoming you in the direct circle of care and will be carrying together the safety torch.

Thank you for your ongoing support, partnership and cooperation as we continue to adapt to new changes regarding visitors in our home. If you have any questions or concerns please do not hesitate to contact us. We look forward to seeing you safely reintegrate into our home!

Please carefully review and follow the directions provided in this package. Thank you !

**Disclaimer** : we will have to periodically, change the process in place to align with latest directives or any new information and data analysis as applicable. We will communicate all changes to you through our mass voice messaging system. Thank you for your understanding.

**Swabbing info**: we have found out that an additional testing assessment center is now located at St Clair Sports Plex with no waiting lines and a very open schedule – M-F 8:00 TO 7:00 and S-S and holidays 9:00 to 4:00.

### **Huron Lodge Caregiver Information and Process**

#### **Caregiver:**

**A caregiver** is a type of essential visitor who is designated by the resident and/or their substitute decision-maker and is visiting to provide direct care to the resident (e.g., supporting feeding, mobility, personal hygiene, cognitive stimulation, communication, meaningful connection, relational continuity and assistance in decision-making).

- a) Caregivers must be at least 18 years of age.
- b) A maximum of 2 caregivers may be designated per resident at a time. The designation must be made in writing to the home. Homes should have a procedure for documenting caregiver designation. The decision to designate an individual as a caregiver is entirely the remit of the resident and/or their substitute decision-maker and not the home.

- c) A resident and/or their substitute decision-maker may change a designation in response to a change in the: Resident’s care needs that are reflected in the plan of care or the availability of a designated caregiver, either temporary (e.g., illness) or permanent.
- d) Examples of caregivers include family members who provide meaningful connection, a privately hired caregiver, paid companions and translators.

## **Process for Caregivers**

- 1. Identify and define those who are deemed caregiver-** Clearly identify the tasks in which the caregiver will assist with. Please complete the attached form, “Designation for the Caregiver” found at the end of this package.
- 2. Preference/ability to visit per day of the week and time of the day-**To ensure the safety of our residents, we will be assessing the number and type of submissions received to plan accordingly. We will contact you once we have reviewed and approved the form.
- 3. COVID-19 Testing -** A COVID-19 test with negative results must be presented during the screening process. The COVID-19 test must be within the previous 14 day window. The caregiver must not have subsequently tested positive. The home is not responsible to complete the swab.
- 4. Active Screening upon Entry: Sign In/Out-** A screener will greet the caregiver at the front entrance and complete screening which includes symptom screening and temperature check. If screening is not successfully passed, the caregiver will be advised to leave and take appropriate precautionary measures (self-isolate and be tested). The caregiver must pass the home’s active screening tool upon entry and exit of the home during every visit. The screener will complete the tracking log.
- 5. Caregiver Designation Badge-** After successful completion of the screening process, the screener will provide the caregiver with a designation badge. The badges will be thoroughly disinfected.
- 6. Personal Protective Equipment (PPE) -** The screener will provide the caregiver with appropriate PPE. PPE must be worn at all times while in the building which includes: surgical mask (at all times), gown and gloves (if the resident is in isolation). The essential caregiver must comply with the home’s Infection Prevention and Control (IPAC) protocols. The mask must be worn as per provided education material by covering both the nose and chin.
- 7. Hand Hygiene-** The caregiver must use the provided hand sanitizer at the screening area, prior to entering the unit, throughout the visit and upon leaving the home.
- 8. Elevator distancing-** The caregiver must ensure the physical distancing while waiting for the elevator. Each elevator may have a maximum of two individuals.
- 9. Physical Distancing while on RHA-updated-** As families move their way to and from the resident’s room, a 6 foot mandatory distance needs to be in place from all other residents.
- 10. Direct Path to Resident Area-** The caregiver must immediately report to their loved one’s room and must remain in that room at all times without any stops or interactions at the nursing station or any other locations.
- 11. Staff availability-** To ensure the safety of all and also be able to properly address any questions or concerns you may have, staff will stop by your loved one’s room to assist you.

- 12. Convenience clipboards-*update***- Huron Lodge will provide caregivers a clipboard, pen and paper available in the room for a more streamlined communication with our team while reducing traffic for safety purposes.
- 13. During meal-** as you may opt to assist your loved one with their meal, the staff will bring the food tray to the room in order to reduce the traffic and incidence of multiple contacts as well as retrieve it when the resident is finished.
- 14. Visitor meal- *updated*** – visitors will not be able to consume a meal or beverages while on the property as upon further clarification on the directive it is clear that there is an obligation for visitors to wear a surgical mask at all times. You are asked to have your meal off site and you may return to the facility after your meal- thank you.
- 15. Care provision while in the room-** When staff arrive to the room to provide resident care, you will be asked to exit and use the designated, cordoned area at the end of the hallway and wait there until such time that care is completed at which time you can return safely to the room.

**Please Note the Following:**

- If the visiting guidelines are not followed and the resident develops COVID-19 related signs/symptoms, he or she will require swabbing and will be placed in self-isolation for up to 14 days.
- Caregivers are not permitted to bring pets or children under the age of 18.
- The visiting and caregiver program will be modified to facilitate one caregiver only if the home is in a suspected or confirmed outbreak or as directed by the public health unit.
- Any items brought in must continue to be dropped off at the screening area for disinfection, prior to delivery to the resident.
- If any guidelines are not adhered to this will lead to a potential discontinuation of the caregiver role.

**General Visitor:**

**A general visitor** is a person who is not an essential visitor and is visiting:

- a) To provide non-essential services, who may or may not be hired by the resident and/or their substitute decision maker; and/or,
- b) For social reasons (e.g., family members or friends) that the resident or their substitute decision-maker assess as different from direct care, including care related to cognitive stimulation, meaningful connection and relational continuity.

During an outbreak, and/or a suspected or confirmed case of COVID-19, the local public health unit will provide direction on visitors to the home, depending on the specific situation.

Children under 18 can visit if accompanied by an adult.

**1. General visitor /indoor visits-** This visitor designation will follow the already existing format

for indoor visits with 30 minute time slots, scheduled through recreation staff. These visits will take place, as per usual practice, in the auditorium – please refer to previously sent guidelines for indoor visits

**2. COVID-19 Testing** - A COVID-19 test with negative results must be presented during the screening process. The COVID-19 test must be within the 14 day window. The general visitor must not have subsequently tested positive. The home is not responsible to complete the swab.

**3. Active Screening upon Entry: Sign In/Out**- A screener will greet visitor at the chapel door and complete screening which includes symptom screening and temperature check. If screening is not successfully passed, the general visitor will be advised to leave and take appropriate precautionary measures (self-isolate and be tested). The general visitor must pass the home's active screening tool upon entry to the home during every visit. The screener will complete the tracking log.

**4. Number of General Visitors**- Each resident is allowed up to two indoor visitors at the same time.

**5. Additional evening visiting time slot-*updated*** – one new evening time slot for indoor visits has been made available by modifying the outdoor visits schedule –this time slot is 6:15 pm

Please complete this "Designation for Caregiver Program" form and return to the home no later than Monday, September 14. We will contact you when the request is approved and invite you in.

Date: \_\_\_\_\_

Resident Name: \_\_\_\_\_ Room # \_\_\_\_\_

Family Member/Caregiver Name(s): \_\_\_\_\_

Care Service you/they will provide:

- Direct Care (assisting with eating, hygiene, exercise, etc.)
- Emotional Support
- Cognitive Stimulation
- Other (please specify): \_\_\_\_\_

How often do you expect to be in the home each week (i.e. daily, twice a week)? \_\_\_\_\_

Please rate the days- from 1 to 7- of the week that are more suitable for your visit

Which part of the day do you plan to visit (this is for planning only):

- Day 10:00am-2:00pm
- Evening 2:00pm-6:00pm

Prior to visitor restrictions, how involved were you with your resident's care? What was your involvement and frequency of caregiving?

\_\_\_\_\_  
\_\_\_\_\_

Please provide additional information below detailing supportive notations as you consider them important

Additional resources can be found at: [http://health.gov.on.ca/en/pro/programs/ltc/docs/covid-19/mltc\\_resuming\\_ltc\\_home\\_visits\\_20200715.pdf](http://health.gov.on.ca/en/pro/programs/ltc/docs/covid-19/mltc_resuming_ltc_home_visits_20200715.pdf)

**OFFICE USE ONLY**

Request Approved

Reason: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Family/Caregiver Notified of Response Date: \_\_\_\_\_ By Whom: \_\_\_\_\_

Day/Time Slot as applicable: \_\_\_\_\_

- Internal Communication to team members/ screener updated and aware of permission for entrance
- Documented

