

<b>Subject:</b>	COVID-19: ESSENTIAL VISITORS – RESIDENT/PATIENT/SUBSTITUTE DECISION MAKER DESIGNATED CAREGIVERS - Long-Term Care		
<b>Section:</b>	COVID-19	<b>Policy Number:</b>	20-a-20

*In the spirit of the Religious Hospitallers of St. Joseph, we reveal God's love and mercy through compassionate care focussed on the body, mind and soul of all those whose lives we touch.*

*Essential Visitors are the only type of visitor allowed when there is an outbreak in a home or area of a home or when a resident has failed screening, is symptomatic or in isolation.*

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

*Other types of "Essential Visitors" include:*

- (a) a support worker who visits a home to provide support to critical operations of the Home or to provide essential services to residents;*
- (b) a person visiting a very ill resident for compassionate reasons including, but not limited to hospice services or end-of-life care; or*
- (c) a government inspector with a statutory right to enter the LTC Home to carry out their duties.*

**HOME REQUIREMENTS:**

- 1- Remain in compliance with associated guidance documents.*
- 2- Create procedure for essential visitors*
- 3- Put measures in place to address non-adherence to the guidelines, with measures in place to suspend or discontinue visitation*
- 5- Create and maintain a list of all designated caregiver*
- 6- Provide education for designated caregivers prior to their initial visit and advise to review at a minimum monthly thereafter.*
- 7- Actively screen all essential visitors; appropriate PPE provided on a case-by-case basis.*
- 8- Post educational materials and policy at the main entrance/website.*
- 9- Maintain a record of essential visitors for a minimum of 30 days (date, time and who they visited).*

**Designated Caregiver Procedure:**

- 1. Designated caregivers must be at least 16 years of age and may be appointed regardless of vaccination status. Caregivers under the age of 16 must have signed parental consent.*
- 2. The SDM and/or resident must provide the home in writing the rationale and identify the designated caregiver(s). This must be completed through the office of the Resident and Family Relations Advisor, in order to ensure an updated listing of all essential caregivers. Appendix A: Designated Caregiver Status Request Form.*

3. *Participate in active COVID-19 screening the day of your visit at our main entrance, complete attestations (if applicable) and entry requirements including, rapid antigen (surveillance) testing. Visitors for residents identified as receiving end-of-life care are not required to participate in surveillance testing. Government inspectors are subject to their own protocols for entry and will advise.*
4. *Prior to visiting any res/pt for the first time, the designated caregiver(s) will require training that addresses how to safely provide direct care, including putting on and taking off PPE and hand hygiene. The Designated Caregiver must attest to retraining on a monthly basis, or as needed.*
5. *Visitation may occur in the resident room or other areas in the Centre and does not require pre-booking.*
6. *Designated caregivers must wear a surgical/procedural mask at all times during your visit. SJCCC will provide the surgical/procedural mask and any other required PPE.*
7. *If you are feeling ill or unwell, please reschedule your visit. No food or drink is permitted.*
8. *A maximum of 4 visitors is permitted per visit (including caregivers).*
9. *In the event of an outbreak or if a res/pt is self-isolating; designated caregiver(s) may be permitted, but must visit 1 at a time. Caregivers are encouraged to review PPE, public health measures, safety and expectations, available on the Centre's website or through the RFRA office.*
10. *Residents/Patients are encouraged to wear a medical mask for the duration of their visit (as tolerated)*
11. *A caregiver should not visit any other home for 10 days after visiting: an individual with a confirmed case of COVID-19 symptoms.*
12. *Caregivers wishing to provide assistance to other residents should contact the Resident and Family Relations Advisor.*

**Non-Adherence by visitors in the home, ending a visit and temporarily prohibiting a visitor:**

1. A follow-up call (where required) by Res/Pt/Family Relations, to review expectations and advise of potential discontinuation/temporary suspension of visitation
2. Continued non-adherence would result in suspension of visitation
3. Any subsequent non-adherence would result in temporary suspension and may be escalated where required.
4. If immediate assistance is required staff may page "security" to assist in suspending a visit.

**How to identify yourself as a designated caregiver:**

**Long-Term Care (St. Joseph's Villa Residents):** Resident and Family Relations Advisor @extension 22106

<b>References:</b>	<ol style="list-style-type: none"> <li>1. COVID 19 Directive #3 for Long-Term Care Homes under the <i>Long-Term Care Homes Act, 2007</i>. Issued under Section 77.7 of <i>Health Protection and Promotion Act (HPPA), R.S.O. 1990, c.H.7</i></li> <li>2. Ministry of Long-Term Care Resuming Visits in Long-Term Care Homes. Released September 2, 2020.</li> <li>3. Ministry of Long-Term Care. Covid-19 Visiting Policy. Effective Date: October 7, 2020.</li> <li>4. <i>Long-Term Care Homes Act, 2007 , Ontario Regulations 79/10</i></li> <li>5. Recommended Steps: Putting on Personal Protective Equipment. <a href="https://www.publichealthontario.ca/-/media/documents/ncov/ipac/ppe-recommended-steps">https://www.publichealthontario.ca/-/media/documents/ncov/ipac/ppe-recommended-steps</a></li> <li>6. Putting on Full Personal Protective Equipment. <a href="https://www.publichealthontario.ca/en/videos/ipac-fullppe-on">https://www.publichealthontario.ca/en/videos/ipac-fullppe-on</a></li> <li>7. Taking off Full Personal Protective Equipment. <a href="https://www.publichealthontario.ca/en/videos/ipac-fullppe-off">https://www.publichealthontario.ca/en/videos/ipac-fullppe-off</a></li> <li>8. How to Handwash. <a href="https://www.publichealthontario.ca/en/videos/ipac-handwash">https://www.publichealthontario.ca/en/videos/ipac-handwash</a></li> <li>9. How to Hand Rub. <a href="https://www.publichealthontario.ca/en/videos/ipac-handrub">https://www.publichealthontario.ca/en/videos/ipac-handrub</a></li> </ol>
<b>Approval By:</b>	Leadership and Partnerships Team _____
<b>Effective:</b>	21 October 2020
<b>Reviewed:</b>	
<b>Revised:</b>	<p style="text-align: center;"> <u>11 March 2021</u>      <u>15 December 2021</u>      <u>06 April 2022</u>      <u>29 June 2022</u> </p>

<b>Appendix:</b>	Appendix A		
<b>Section:</b>	COVID-19	<b>Policy Number:</b>	20-a-20



**DESIGNATED ESSENTIAL CAREGIVER REQUEST FORM**

Date of Request: \_\_\_\_\_

Resident/Patient Name: \_\_\_\_\_

Resident/Patient Room: \_\_\_\_\_

Reason or rationale for request:

- Direct Care (assist with feeding, mobility, personal hygiene)
- Emotional Support and/or Meaningful Connection
- Cognitive Stimulation
- Communication and/or Assistance with Decision Making
- Other (please specify) \_\_\_\_\_

How often do you expect to be visiting St. Joseph's Continuing Care Centre? (daily, twice a week, monthly etc.): \_\_\_\_\_

I, \_\_\_\_\_ attest to watching the educational, public health and safety videos provided to me by SJCCC and have reviewed the visitation policy prior to my first visit.

I, \_\_\_\_\_ attest to watching the educational, public health and safety videos provided to me by SJCCC and have reviewed the visitation policy on a monthly basis.

\_\_\_\_\_  
Print Name of Designated Essential Caregiver #1 Signature

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_  
Print Name of Designated Essential Caregiver #2 Signature

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Additional Information: \_\_\_\_\_