



COVID -19 Temporary Indoor Visitation Procedures

Effective Date: October 13, 2020

Please note: If you, someone in your household, or your family member are considered at a high risk of contracting COVID-19 due to your health status, it is recommended that you do not participate in indoor visitation at the community residence as it could put you or others at risk..

1. All visits must be scheduled at least one day in advance with the Program Director or designee.
2. No residence will allow visitors if anyone in the house (person served or staff) has tested positive within the last 14 days.
3. Limit visitation to one family at a time; limit to 2 visitors per resident.
4. Length of visit is one hour or less.
5. Eating or drinking during visits is prohibited at this time.
6. Preferably establish consistent days of visitation per family (ex. Every Tuesday from 5-6 pm) and no more than once per week to allow for routines and schedules to occur and to give all families an opportunity to visit their family members.
7. It is not permitted to take a family member home, then enter the residence upon return, without prior arrangement, pre-screening, establishing a designated area, and establishing an agreed upon timeframe. It will be denied and rescheduled if not arranged in advance.
8. If a routine of taking the resident home to the family home is already established, continue this practice instead of visiting within the residence, when possible. Encourage continuation of visiting outside when possible.
9. Prescreening must occur with family members on the day of the scheduled visit. The prescreening consists of answering questions and recording on the Screening Form and Questionnaire. Establish ahead of time the procedure, time, day, length of visit, the designated visiting area and procedures to follow.
10. When the family arrives at the residence, screening must be conducted outside when possible. Enter all names of visitors into a log, noting time of arrival and departure, record responses to the screening questions, take and record temporal scans(disinfected after each use), ensure proper mask wearing (provide a mask if they do not have one), and sanitizer their hands prior to entering the residence.
11. If during the screening process someone indicates that they have symptoms of COVID-19, have a fever or indicate that they have been in close contact with someone who is COVID positive, they should not be allowed entrance into the home.

12. Designated Inside Visitation Area:
 - a. In a room that is solely occupied by the resident and family visitors (and staff as needed).
 - b. The door, when possible, should remain closed and the windows should be open for ventilation.
 - c. Common areas to the homes, should not be designated as visiting area as this would necessarily displace other residents and prohibit them from entering the room. The exception to this is if multiple common areas such as a family room and a living room are available.
 - d. Leaving the designated visiting area is prohibited. Use of the bathrooms is for emergency use only.
 - e. Staff will accompany the visitors to and from the visiting areas to discourage close physical contact between other residents and the visitors.
 - f. Following the visit, staff are to immediately assist the resident in hand hygiene and disinfect the visiting area completely. This includes disinfecting high touch areas such as door handles, remotes, electronic devices, light switches, etc. Indicate on the visitor log that it was cleaned and disinfected with staff's initials.
 - g. Staff must also disinfect the high touch points in the screening area immediately following a visit.
13. Escort visitors to the designated area and inform them of the following:
 - a. Visitors are not permitted to leave the designated visitor area. If they need assistance, they are to alert staff from that area.
 - b. Visitors are not permitted to assist their family member with personal care as this requires prolonged contact within 6 feet of safe social distancing. This includes but is not limited to assisting their loved one in bathing, showering, shaving, tooth brushing, feeding, or toileting.
 - c. Visitor are not permitted to walk through the house or access common areas such as kitchens, living rooms, storage areas, others' bedrooms or bathrooms.
 - d. Visitors are not permitted to displace other residents from common areas in their home.
 - e. Visitors are not permitted to touch or stand within 6 feet of other residents.
14. Once the visitor leaves the residence, staff are to disinfect the designated visitation area and high touch areas such as light switches, remotes, door handles, IPADS, or other areas that may have been used by the visitor.
15. If a visitor fails to comply with any of the above-mentioned guidelines, please immediately notify the Residential Director, VP, or COO immediately. They will contact the visitor for a follow-up discussion.
16. The Charles River Center reserves the right to alter these procedures based on the latest guidance from the CDC, DPH, DDS or based on specific programmatic needs.