

**Emergent Infection Disease (EID)
Procedure for Outside Visitation (6-17-20)**

1. Schedule a visit through Jeannie Crowder in Social Services 603-283-9409 (8am-4pm) for nursing home residents or Christine Gowen, Assisted Living Administrator 603-399-7348 (8am-4pm).
 - a. Only one visit can be scheduled at a time. Future visits will be set up two weeks after the visit by calling the above number.
 - b. Only two visitors at a time. No children under 12 are permitted
 - c. Name and phone numbers will be taken at time of visit for both visitors.
 - d. Prescreening will be done at this point. Outside Visitor Expectations can be emailed to visitors if desired.
 - e. Visits will be scheduled as follows
 - i. ALF Mon-Fri only all others 7 days a week as staffing permits
 - ii. Please schedule week-end visits by 4pm Thursday (nursing home only)
 - iii. Visits will be 20 minutes long
 - iv. Times available will be
 1. 10:00-10:20 AM
 2. 11:00-11:20 AM
 3. 1:00-1:20 PM
 4. 2:00-2:20 PM
2. The day of the visit arrive about 10-15 minutes early for screening.
 - a. Visitors will pull up to the main entrance and call 603-399-4912 to be prescreened. Name address and phone number of both visitors will be taken at this time. In the event no cell phone is available pull up to the entry way and receptionist will come out to screen
 - b. A staff member will go to vehicle and provide hand sanitizer, ensure visitors have a mask (or one will be provided), take the visitors' temperatures and provide them with education handouts and expectations.
 - c. The visitor will then be directed to park their car and shown the visitation location.
3. The staff member that will be supervising the visit should pick the resident up about 10-15 minutes before the visit.
 - a. Wash or sanitize the resident's hands
 - b. Have resident don a surgical mask
 - c. Screen the resident for symptoms and temperature (screening can be done in conjunction with nursing staff)
 - d. Bring the resident to the lobby
 - e. Have the resident remain in the lobby while visitors are being screened.
 - f. Staff member overseeing the visit will go wipe chair and tables down with disinfectant prior to visit. (Receptionist can assist in sanitizing visit area if necessary)

4. Receptionist duties:
 - a. Prescreen visitors when they call. In the event no cell phone is available pull up to the entry way and receptionist will go out to screen
 - b. Be sure the name of the staff member that will be supervising the visit is on the bottom of the visitor's expectation page and write in date and time of the visit.
 - c. Go to vehicle have the visitors sanitize their hands, ensure they have a mask – if not a surgical mask will be provided, issue educational papers/expectations and take the visitors' temperature.
 - i. Educational papers will include hand hygiene and mask procedures
 - ii. Expectation form will have the staff name filled in and date of visit
5. During visit staff member overseeing visit will:
 - a. Have parties use hand sanitizer at the beginning of visit
 - b. Instruct group to not touch their eyes, nose, mouth or face. Offer hand sanitizer if parties do touch those areas.
 - c. Supervise to maintain 6' distancing
 - d. Ensure that no food sharing or touching occurs
 - e. Allow as much privacy as you are able but remain in close observation distance at all times.
 - f. Discontinue visit if safety measure requirements are not followed.
6. When the visit is over:
 - a. Instruct visitors where to discard the face masks or other PPE.
 - b. Sanitize your hands, resident's hands and visitor's
 - c. Wipe down areas touched by members of the group
 - d. Return resident to their floor and let staff know they have returned
 - e.

If any rules are broken at any time, the visit will cease and it will impact future visits.

- Visitors must remain within designated area at all times through visit
- No physical contact is permitted
- It is not permissible to go for walks with the resident
- alcohol based sanitizer will be used for hand sanitation as follows:
 - o Visitors will be required to sanitize their hands before the visit begins, at any time during the visit if they touch their face or facemask, and at the conclusion of the visit