

## COVID-19 GUIDELINES – September 24, 2020

In response to the COVID-19 pandemic, Parkland CLASS has had to make the difficult decision to limit the interactions between individuals, families and visitors in order to ensure their safety, as well as the safety of staff providing their care. We know families want to connect with their loved ones in person and this is an opportunity to ease restrictions using a measured approach. The health and safety of our individuals is our first priority. These decisions have not been taken lightly.

**\*\*Effective September 24, 2020, the following COVID Guidelines will take effect.**

	Current Guidelines	Effective September 24, 2020	Controls
<b>Visitors</b>	<ul style="list-style-type: none"> <li>• Visitor(s) restricted to a maximum of 2 family/support person at any one time</li> <li>• Visits must be outside the home in the yard</li> <li>• In extenuating circumstances indoor visits may be pre-approved by management:               <ul style="list-style-type: none"> <li>○ Indoor visits will be limited to individual’s bedroom</li> <li>○ access will not be allowed in communal areas / shared spaces</li> <li>○ Surfaces in the visiting area will be sanitized before and after each visit</li> </ul> </li> <li>• Visits must be supervised by staff to be available to assist individual and ensure distancing.</li> </ul>	<ul style="list-style-type: none"> <li>• Visitor(s) restricted to a maximum of 2 family/support person at any one time</li> <li>• When possible and weather permitting, visits must be outside the home in the yard where distancing can be maintained.</li> <li>• Indoor visits will be permitted but must be pre-approved by management:               <ul style="list-style-type: none"> <li>○ Indoor visits will be limited to individual’s bedroom</li> <li>○ access will not be allowed in communal areas / shared spaces</li> <li>○ Surfaces in the visiting area will be sanitized before and after each visit</li> <li>○ Masks must be worn by visitor(s) at all times</li> </ul> </li> <li>• Staff are to be available to assist when required.</li> <li>• Off site Visits with family will be considered on a case by case basis and will require the completion of a <b><u>Specialized Risk Tolerance Assessment</u></b>.</li> </ul>	<ul style="list-style-type: none"> <li>• Visitor(s) must be pre-determined</li> <li>• Parkland will retain a list of designated family/support persons made for verification purposes</li> <li>• No visitors under the age of 18, unless accompanied by an adult</li> <li>• Designated family/support person must be supported as essential to maintaining the individual’s mental and physical health</li> <li>• Visits must be scheduled ahead of time to ensure that Parkland can safely accommodate the scheduled visitor(s)               <ul style="list-style-type: none"> <li>○ Same day each week or regular schedule</li> <li>○ Visits may be time limited to ensure appropriate cleaning between visits</li> </ul> </li> <li>• <b><i>Safe Visiting Practices</i></b> to be observed. (See Handout at time of visit)</li> <li>• In the case of an outbreak at a residence or where an individual is isolating, all visits will be discontinued</li> <li>• Entry may be refused if there is reason to believe a visitor is not abiding by their responsibility in the <b><i>Safe Visiting Practices</i></b>.</li> <li>• Re-entry into the home may be refused if there is reason to believe that the <b><i>Safe Visiting Practices</i></b> and/or other controls have not been followed.</li> </ul>
<b>Designated Visitor Plan</b>	<ul style="list-style-type: none"> <li>• Visit must be pre-planned</li> <li>• <b><u>Designated Visitor Plan</u></b> must be completed</li> </ul>	<ul style="list-style-type: none"> <li>• Visit must be pre-planned</li> <li>• <b><u>Specialized Risk Tolerance Assessment</u></b> must be completed</li> </ul>	<ul style="list-style-type: none"> <li>• Individual risk must be assessed.</li> <li>• Individual &amp; home health status must be assessed.</li> <li>• Visitors will only be allowed to visit the individual that they are scheduled to see</li> <li>• Visitor(s) need to plan prior to visit that they have everything they need as they will not have access to shared space</li> </ul>

	Current Guidelines	Effective September 24, 2020	Controls
<b>Activities during visit</b>	<ul style="list-style-type: none"> <li>• Remaining within the grounds of the residence - appropriate measures can be put in place to protect against COVID-19</li> <li>• Low risk activity - Visitors can take individual for a short walk around the neighbourhood, allowing for distancing.</li> <li>• Visits must be outside the home in the yard.</li> <li>• Visits must be distanced</li> <li>• Visitors can take individual in their vehicle for a drive.</li> <li>• Visitors may take individual to a drive through to pick up food/drink to bring back and eat outdoors.</li> <li>• Staff does not need to be present for walk or drive, if this is chosen activity.</li> </ul>	<ul style="list-style-type: none"> <li>• Visitors can take individual for a short walk around the neighbourhood, allowing for distancing.</li> <li>• Visits must be distanced, where possible</li> <li>• Visitors can take individual in their vehicle for a drive.</li> <li>• Visitors may take individual to a drive through to pick up food/drink and go somewhere to eat it where distancing can occur.</li> <li>• Staff does not need to be present for walk or drive, if this is chosen activity.</li> <li>• Activities beyond what is listed above, can be submitted for consideration by completing the <b><u>Specialized Risk Tolerance Assessment.</u></b></li> </ul>	<ul style="list-style-type: none"> <li>• Masks must be worn during visit</li> <li>• Distancing must be maintained, where possible</li> <li>• Limit exposure to groups of people, high touch areas</li> <li>• <b>Safe Visiting Practices</b> to be observed. (See Handout at time of visit)</li> <li>• If going for drive, recommend that the vehicle be sanitized prior to, and following visit.</li> <li>• Visitors, who take individuals into community <u>beyond the scope of the pre-approved plan</u>, may require additional follow-up and testing prior to returning to the agency.</li> </ul>
<b>Gifts and Food items</b>	<ul style="list-style-type: none"> <li>• Limitations on food and gifts; as determined by level of risk.</li> <li>• Case by Case consideration; approved by management</li> <li>• Ongoing review to take place</li> </ul>	<ul style="list-style-type: none"> <li>• Limitations on food; as determined by level of risk.</li> <li>• Case by Case consideration; approved by management</li> <li>• Gifts are permitted; items may need to be disinfected or quarantined for a period of time when disinfection is not possible.</li> <li>• Ongoing review to take place</li> </ul>	<ul style="list-style-type: none"> <li>• Exchange of food, drinks or gifts when visiting <ul style="list-style-type: none"> <li>○ Food items are discouraged at this time due to higher risk of transmission.</li> <li>○ Exceptions must be pre-approved by management.</li> <li>○ Gifts are permitted</li> </ul> </li> <li>• At the discretion of the Employer, items may need to be disinfected or quarantined for a period of time when disinfection is not possible.</li> </ul>
<b>Limiting spread of virus to individuals</b>	<ul style="list-style-type: none"> <li>• Continuous masking</li> <li>• Screening Assessment</li> <li>• Distancing</li> <li>• Hand Sanitizing</li> <li>• Use of one entrance</li> </ul>	<ul style="list-style-type: none"> <li>• Continuous masking</li> <li>• Screening Assessment</li> <li>• Distancing</li> <li>• Hand Sanitizing</li> <li>• Use of one entrance</li> <li>• Visits are limited to the room of the individual they are visiting as a preventative measure to avoid exposure to the other individuals in the home.</li> </ul>	<ul style="list-style-type: none"> <li>• Visitors are asked to bring their own: <ul style="list-style-type: none"> <li>○ Masks for during the visit</li> <li>○ Lawn chair</li> <li>○ Hand sanitizer</li> </ul> </li> <li>• All entrances are clearly marked as to which entrance to use</li> <li>• Screening station set up at entrance of residence</li> <li>• Disposable masks will be given to visitors if necessary</li> <li>• Common areas of home will be limited to the</li> </ul>

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			<p>individuals &amp; staff. Visitors will be limited to the room of the individual they are visiting.</p> <ul style="list-style-type: none"> <li>• Sanitization of the Individuals room will occur immediately after a visit has occurred.</li> </ul>
<p><b>Recreation and Leisure Activities within the community</b></p>	<ul style="list-style-type: none"> <li>• Currently activities are not permitted beyond the scope of "<u>Activities during Visit</u>" listed above.</li> </ul>	<ul style="list-style-type: none"> <li>• Community activities will be considered on a case by case basis.</li> <li>• Decisions will be made by completing a <b><u>Specialized Risk Tolerance Assessment</u></b> for consideration.</li> <li>• Activities must be pre-planned and be approved by management before occurring.</li> </ul>	<ul style="list-style-type: none"> <li>• Masks must be worn where possible</li> <li>• Distancing must be maintained, where possible</li> <li>• Limit exposure to groups of people and high touch areas</li> <li>• <b><i>Safe Visiting Practices</i></b> to be observed. (See Handout)</li> <li>• If going for drive, recommend that the vehicle be sanitized prior to, and following visit.</li> <li>• Activities that occur which are <u>beyond the scope of the pre-approved plan</u>, may require additional follow-up and testing prior to returning to the agency.</li> </ul>