

# AVENUE II COVID-19 PANDEMIC PLANNING MANUAL

<b>TOPIC:</b> Pandemic Planning Protocols	<b>SUBJECT:</b> Protocol for Family/ Friend Short-Stay Absences/ Outings for Clients in 24 hour Locations	<b>Code:</b> PPP000
		<b>Date of Issue:</b> September 1, 2020
		<b>Revised:</b>
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## Short-Stay Absence/Outing or Essential Overnight Log

Client name: \_\_\_\_\_ Date(s) absent: \_\_\_\_\_

Family/friend name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Departure time: \_\_\_\_\_ Drop off time: \_\_\_\_\_

Family/friend attests to disinfecting the vehicle prior to the client entering: \_\_\_\_\_

Name of Staff Completing Visitor Screening: \_\_\_\_\_  
(Attach completed screening tool)

Family member/friend attestation –

I attest that I have been following the current direction of Ministry of Health, Thunder Bay District Health Unit and the Ministry of Health in order prevent the spread of COVID-19. I agree to assume all risk and liability regarding the excursion and will take all precautions to ensure the individual does not contract COVID-19 or be exposed to the virus. I agree to only take them to low risk environments and follow all protocols as outlined in the Avenue II protocol in order to ensure my family member, roommates and staff are not exposed to any risk of contracting the virus.

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

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

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## Log of Activities

Log to go with family member and be returned at end of absence/outing or overnight away.

Activity	Location of activity	Arrival time	Departure time	Contact with

### Family member(s)/friend responsibility in order to prevent the spread of COVID-19 –

- Ensure:
  - **Social distancing** of 6 feet/2 meter is maintained from client and others
  - **Hand hygiene** is maintained at all times by self and client. Clients must perform hand hygiene when entering and exiting a building and throughout the activity including after touching objects or surfaces that could be touched by other or after touching others.
  - **Masks are worn at all times** by the family member/friend and people at the activity. Clients are required to wear a mask as much as tolerated.
    - Masks may only be removed to eat or drink and put back on immediately afterwards.
  - Only **low risk activities** are planned. Avenue II encourages outdoor activities and avoiding crowded indoor places and interactions with multiple people.
    - The family member/friend will change the activity if the planned activity does not allow for low risk exposure
  - The **Activity log** is completed so all locations visited and contact with people is documented.