

Protocol for family/friend short-stay absences and outings and essential overnight absences with clients in 24 hour locations (congregate living settings)

Family members and friends of the client **must** arrange short-stay absences and outings or essential overnight absences with the Manager of the home at least 48 hours in advance. This includes walk in the area without staff. On-Call does not have the ability to approve short-stay absences or outing or essential overnight absences. The Manager must approve the date, which family member/friend, activity, location of and type of activity, start time and duration of the activity.

SHORT-STAY ABSENCES AND OUTINGS

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

- Participate in completion of and pass the **mandatory** Residential Visitor Screening tool at the beginning and end of the excursion.
- Supply their own masks, hand sanitizer, gloves (if needed) and cleaning supplies for the vehicle.
- Disinfect the vehicle prior to heading out with the client. It is recommended the vehicle be disinfected after use as well.
- Transport the client alone in the vehicle with masks being worn by all occupants.
 - Exceptions to having more than one family member/friend in the car will be granted by the Manager for each visit based on if the family members/friend cohort together and current situations. People living together would be able to drive in the same car with their child but must have this approved in advance.
- 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.

Staff responsibility in order to prevent the spread of COVID-19 –

Ensure -

- The client:
 - Has been screened and pass the Client screening tool in order to leave with the family member/friend and be screened upon return.
 - Performs hand hygiene before leaving and upon return.
 - Only brings necessary items that can be disinfected with them on the absence/outing.
 - The Residential Visitor Screening tool has been completed at the beginning and end of the excursion by the family or friend.
 - The Family excursion log is completed and the log goes with the family member/friend to record the activities that have taken place.
 - The client has a mask and other needed items for the activity including water, hat, hand sanitizer, Ziplock of disinfectant wipes and sunscreen.
 - Changes clothing upon return if needed and that items taken on the absence/outing are disinfected.

ESSENTIAL OVERNIGHT ABSENCES

An essential overnight absence will be approved when it is considered necessary to maintain the health, wellness and safety of the client. Avenue II will take careful consideration to support clients' emotional well-being through overnight absences.

The family member will follow the same requirements as noted in the short-stay absence and outings to prevent the spread of COVID-19.

The staff will follow the same requirements as noted in the short-stay absence and outings to prevent the spread of COVID-19.

A client returning from an essential overnight absence follow enhanced precautions for the 14 days post essential overnight visit including:

- Upon return, pass the Client Screening Tool.
- Only receive outdoor visitors during the 14 days.
- Monitor for symptoms.
- Avoid using common areas; however, if a common area cannot be avoided the client must use a face covering/mask.
- Limit contact with other clients.

- Only participate in group activities if physical distancing is maintained and must use of a face covering/mask.
- Practice proper hand hygiene by washing their hands often or using hand sanitizer.
- Adhere to respiratory etiquette.
- Continue to follow appropriate physical distancing guidelines of 6 feet/2 meters.

Clients who are following the 14-day of enhanced precautions may leave their congregate living setting for short-stay absences/outings. This does not reset the 14-day time period of enhanced precautions.