

Visitor and Temporary Absences Guidelines

KW Habilitation follows the directives from the Ministry of Health (MOH), Ministry of Children, Community and Social Services (MCCSS) and Public Health guidelines, the direction regarding visits will be adjusted as necessary and in keeping the safety, health and emotional wellbeing of the people we support, and employees as the priority. For the purposes of Covid-19 safety practices (e.g. isolation protocols) an Inclusive Living home functions as a household for the people who live in the home.

MCCSS precautions are in addition to the restrictions for the general public

All visitors regardless of vaccination status must pass Passive Screening which includes the use of rapid antigen tests (RAT) prior to entry to the home (unless the visitor presented a negative rapid antigen screening result at the same Inclusive Living home the day before) and must wear appropriate PPE for the duration of their visit.

Visiting the Home

Scheduled indoor and outdoor visits for essential and non-essential visitors are permitted in alignment with MCCSS and Public Health directives.

Visitors wanting to visit a friend or a loved one where they currently reside (Inclusive Living Home) must adhere to the following requirements:

- Visitors are permitted at an Inclusive Living home as long as the home is not in an outbreak or waiting for any test results.
- If the Inclusive living home has a confirmed or suspected outbreak of COVID-19, all non-essential visits will be canceled until the known or suspected outbreak has been cancelled following public health guidance.
- Each home will maintain a visitor log. The log will be available for relevant/appropriate staff members to access or for contact tracing by Public Health. Visitor logs must be kept for a minimum of one month.
- Visitors must agree to abide by the KWH Visitor Guidelines. Failure to follow procedures may include discontinuation of the visit(s).
- Visiting shall only occur in designated areas for both indoor and outdoor visits.
- All visitors must wear a surgical/ procedural mask according to PPE protocols. KWH will provide visitors with masks at the time of visit. Additionally, if required, eye protection (shield) will be provided by KWH.
- People supported if able should wear a surgical/procedure mask when hosting visitors within their home.
- If you would like to bring to a family pet with you for the visit (e.g. dog) that is allowed, please make sure the dog has had all of its vaccinations, and is in good health. You are responsible for any clean-up required from your pet.

Before a Visit:

- In advance of the visit please read and ensure you understand the *Hand Hygiene, Respiratory Etiquette, Physical Distancing* and *How to Wear a Mask* information provided below. These directives must always be practiced during your visit. It is imperative to self-monitor for symptoms and delay visit if presenting symptoms.

Day of Visit:

- Call ahead of visit to confirm that the home has no suspected or confirmed cases of COVID-19 at the location. If there is, the visit will be cancelled. Please note: you will need to complete and pass passive screening questions upon arrival
- After passing passive screening, sanitize your hands and put on your mask if you have one. An employee will greet you and provide you with a mask.
- **All visitors regardless of vaccination status must pass Passive Screening which includes the use of rapid antigen tests** prior to entry into the home. Rapid Antigen Tests and self-swab instructions are available at the Inclusive Living Home
- If you do not pass the COVID-19 screening you will not be permitted to proceed with the visit.
- If you pass the screening, you will then be directed to a designated visiting area. This area will be sanitized prior to and after your visit.
- Please only visit the indoor/outdoor designated area that you are intending to visit
- You must try to maintain physical distancing at a minimum of 2 meters (6 feet) apart.
- When you have completed your visit, leave the designated visiting area, then sanitize your hands. Masks provided by KWH are yours to keep.

** If an essential visitor has had a close contact prior to visit, please contact the manager for further direction (this may include active screening questions and other additional precautions)

Temporary Absences:

Any time someone leaves their Inclusive Living Home is considered a temporary absence. Temporary absences may include such things as: recreational activities outside of the home (activities for pleasure, recreational outing, visiting family home, etc.) in addition to essential absences (e.g., work, school, medical appointment, physical exercise)

Reminders will be given of the importance of public health measures, including physical distancing. A surgical/procedural mask will be provided for the temporary absence, and people will be encouraged to wear a mask. Upon return, residents must be passively screened, but are not required to have a rapid antigen test or to self-isolate.

Temporary absences **do not include an overnight stay – See Overnight Absences (below)**

Persons who wish to go outside of their home (e.g., short absences with family/friends, shopping, haircuts, etc.) may do so if the following requirements are met:

- Inclusive living home is not in an outbreak or waiting for any test results
- If the inclusive living home has a suspected case of COVID-19 or declared outbreak the person supported can continue with temporary absence if they are:
 - asymptomatic and has never tested positive on RAT or PCR,
 - a RAT should be completed before going out
 - must wear a mask when out
 - this should continue for duration of precaution or outbreak
- Person supported must pass passive screening every time they re-enter the house and not show

any symptoms of COVID-19. If the person does not meet the requirements, then follow KW Habilitation precaution/outbreak or isolation procedures.

- The person should be reminded to perform proper hand hygiene when leaving the home, as well as maintain hand hygiene (e.g., uses hand sanitizer regularly including upon entry/exit of buildings/spaces) while in the community and uses hand hygiene after touching objects or surfaces that could be touched by others or after touching others.
- As much as possible, people supported should avoid crowded indoor places, closed contact settings and confined and enclosed spaces with poor ventilation.
- Masks should only be removed indoors to eat or drink, and then immediately put back on afterwards.
- A risk assessment should be conducted prior to all out of home activities, to guide decision-making and personal safety measures.
- Adhere to any guidelines in the community (*Hand Hygiene, Respiratory Etiquette, Physical Distancing*).

NOTE: All persons supported have a right to receive an education that corresponds to their aptitudes and ability, in a community setting wherever possible.

Medical:

- Defined as leaving the KWH property for medical reasons (i.e., outpatient visits, single night emergency room visit). Upon returning home, residents must be passively screened but are not required to be tested or self-isolate.
- Emergency room visits that take place over a single night (e.g., assessment and discharge from the emergency department spans one overnight period) are considered equivalent are considered a temporary absence.
- If the resident is admitted to the hospital at any point, or discharged after two or more nights in the emergency room, or is away from the home overnight (except for a single night in the emergency room), KWH will follow the steps outlined below in Overnight Absences.

Overnight Absences

Screening upon return:

- All people supported (regardless of vaccination status) returning from an overnight absence **should** undergo active screening for COVID-19 signs and symptoms this could **include Rapid Antigen Testing**. *For clarity, it is not a mandatory requirement that returning person undertake the test, however, testing is strongly encouraged as a measure to protect others in the home.*
- If the person supported does not pass screening, and/or **receives a positive result on a rapid antigen test** the site will follow self-isolation and COVID-19 testing protocols. The person **should be given a surgical/procedural mask and arrangements should be made for a confirmatory PCR test.**

*A Rapid Antigen Test or a PCR test upon return from an overnight absence is optional for the resident and should take place as earlier defined following their return to account for potential incubation period.

- Staff, people supported, and visitors receiving a positive rapid antigen test result will be presumed to have COVID-19.
- Confirming PCR tests may be conducted by KWH. In addition, service providers will follow existing



guidance for positive case management for staff and residents including isolation requirements.

After Visiting an Inclusive Living Home:

- If you begin to experience any COVID-19 symptoms within 10 days of your visit, or you have been tested due to experiencing these symptoms, you are required to notify the Manager of the location you visited.
- If anyone had suggestions on how to improve the process still following ministry guidelines, please contact manager.

Hand Hygiene

Handwashing/Sanitizing is one of the best ways to protect yourself and your family from getting sick. You can help yourself and others stay healthy by washing your hands often. Please ensure you sanitize your hands immediately upon your arrival, after your cough or sneeze and as you are leaving.

How to Use Hand Sanitizer

- Apply the gel product to the palm of one hand - Typically, 1-2 pumps.
- Rub your hands together palm to palm
- Rub in between and around fingers
- Rub back of each hand with palm of other hand
- Rub fingertips of each hand in opposite palm
- Rub each thumb clasped in opposite hand
- Rub hands until the product is dry. Do not use paper towels

Respiratory Etiquette

The COVID-19 virus spreads from person to person in droplets produced by coughs and sneezes. Therefore, it is important that all visitors cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue appropriately. If no tissue is available, using the inside of the elbow (or shirtsleeve). Always perform hand hygiene after sneezing, coughing and handling dirty tissues.

Family Visitors Information & Requirements

Physical Distancing

Maintain a distance of at least 2 metres or six (6) feet, where possible.

Mask Procedures

Masks must be worn at all times when inside an Inclusive Living home by visitors and if possible, the person supported.

When putting mask on:

- Sanitize or wash hands thoroughly.
- Put mask on using the ear straps, ensure it covers nose and mouth, press wire down around bridge of the nose or ensure fabric is snug to your face.
- Wear the mask in the correct position (covering mouth and nose) and refrain from touching the front of the mask.



HOW TO WEAR A MASK

1



Wear it with the **coloured side facing out**/white side facing in

2



Ensure it covers the nose & mouth **fully**

3



Tie/loop the straps around your head or over the ear

4



Use two fingers to **press the concealed metal wire down to fit the shape of the nose**

Source: Ministry of Health

Bernama Infographics

When removing the mask:

- Sanitize or wash hands thoroughly.
- Remove mask using the ear straps.
- Do not touch front of mask.
- Dispose in garbage can provided or put in plastic bag and take with you.
- Sanitize or wash hands thoroughly.