

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

Only allow for visitors (including peer bridgers and care managers) only if:

- 1. Confirmation of substantial compliance in the area of infection control via the ACF's most recent unannounced infection control survey.**
 - Currently Good Shepherd Fairview Home ACF is compliant with all infection control based on the most recent unannounced infection control survey. Should Good Shepherd be found to be non-compliant with infection control there will be a pause in visitation until such time when we have been determined to be compliant with infection control.
 - The Beauty Shop will only be open to ACF if visitation is also open.
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- 2. Confirmation of substantial regulatory compliance via the ACF's most recent unannounced regulatory survey.**
 - Currently Good Shepherd Fairview Home ACF is compliant with all regulations. Should Good Shepherd be found to be non-compliant with any regulations there will be a pause in visitation until such time when we have been determined to be compliant with all regulations.
- 3. The operator or designee must retain a copy of the ACF's adopted and effective visitation plan at the facility where it is easily accessible and immediately available upon request of residents, their families, the Department, local health department, Long Term Care Ombudsman, Justice Center for the Protection of People with Special Needs (as applicable), and/or representatives of the federal O'Toole settlement in impacted adult care facilities of New York City. Such plan must: Clearly articulate the space(s) to be used for visitation (both outdoors and indoors), including the maximum number of visitors and residents which could be safely socially distanced within the identified space(s). Clearly identify the private space(s) to be used for visitation when privacy is requested including the maximum number of individuals which could be safely socially distanced within the identified space(s). Clearly identify the maximum number of visitors the ACF is able to safely accommodate at any one time in compliance with this Health Advisory. Reference relevant infection control policies for visitors.**
 - The current visitation plan and Visitor fact sheet is posted on the GSFH website, and copies are kept on a shared computer file for accessibility.
 - Visitation spaces as well as the infection control policies is included in the GSFH ACF Visitation fact sheet.
- 4. There has been no new onset of COVID-19 cases in the ACF's residents or staff the last 14 days and the ACF is not currently conducting or having outbreak testing conducted by the local health department. An outbreak is hereby defined as any new onset ACF resident or staff infection. Please be advised that the New York State Department of Health reserves the right to verify such accuracy of reporting as part of its routine surveillance activities**
 - This information is included in the visitation fact sheet. Should there be any outbreak of COVID at GSFH ACF visitation will pause and resume when 14 days have passed with no further outbreaks.
 - The Beauty Shop will only be open to ACF if visitation is also open.

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

- 5. Visitors must be able to adhere to the core principles of infection prevention and control and established ACF policies, and ACF staff are expected to provide regulatory required supervision and monitoring for all visitors, particularly those who may have difficulty adhering to core principles, such as children.**
 - Education will be provided to visitors and residents prior to visitation to ensure that there is understanding of the guidelines that must be followed to ensure safe visitation. All visitors will sign acknowledgment of these facts. This will be completed using a short east-to-read fact sheet outlining visitor expectations including appropriate hand hygiene and face coverings. This will engage visitors and residents in conversation about safe infection control practices.
 - Staff will be assigned to monitor any resident who is participating in a visit to ensure that social distancing, hand hygiene and proper PPE is maintained at all times.
- 6. ACFs must have policies widely communicated to residents, staff and visitors that limit the number of visitors per resident at any one time and limit the total number of visitors inside the ACF at any one time (based on the size of the building and physical space). ACFs should consider scheduling visits for a specified length of time to help ensure all eligible residents are able to receive visitors.**
 - All this information is included in GSFH ACF Visitation Fact Sheet.
 - Weekly communications will provide details to families and residents clear guidelines for visiting. If there are any changes in visitation (i.e. change of times, pause in visitation etc.) communication will be sent to all families, residents and staff alerting them to the change via Groupcast.
- 7. Outdoor visits pose a lower risk of transmission due to increased space and airflow. Therefore, all visits should be held outdoors whenever practicable. Aside from weather considerations (i.e., inclement weather, excessively hot or cold temperatures, poor air quality), an individual resident's health status, or ACF's outbreak status, outdoor visitation should be facilitated routinely. ACFs should create courtyards, patios, or parking lots, including the use of tents, if available. When conducting outdoor visitation, ACFs should have a process to limit the number and size of visits occurring simultaneously to support safe infection control preventative measures, such as social distancing. The ACF should establish reasonable limits on the number of individuals visiting with any one resident at any one time in the established outside space.**
 - Visitation will be encouraged to be held in outside areas weather pending. Outside areas include but is not limited to: a garden area (max. 4-6), under a portico of a currently unused entrance (max. 3-4) and a seating area in the front of the facility (3-4) that allows for entrance without entering the facility.
 - Indoor visitation is allowed if sudden inclement weather occurs at the time of a scheduled visit and only if there are 10 or less individuals at any one time that can be socially distanced and masked in the large "Town Hall" located on the first floor off of the garden area.
 - Room Visitation is permitted with no more than 2 visitors at a time and there is sufficient staffing to allow for these visitations.
 - All visitation areas are monitored for proper infection control practices but allow enough distance to allow privacy for the duration of the visit.

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

- 8. ACFs should limit movement within the ACF, with visitors going directly to the intended resident's room or designated visitation area. Visits with residents who share a room should not be conducted in the resident's rooms. For situations where there is a roommate and the health status of the resident prevents leaving the room, ACFs should attempt to enable in-room visitation while adhering to the core principles of COVID-19 infection prevention.**
 - All ACF rooms are single rooms only.
 - All visits are monitored to insure proper infection control policies.
 - Visitors will check in at the front reception desk, the staff responsible for visitation meet the visitors at the front desk and bring them up to the resident's room at which time they will monitor the visit. At the conclusion of the visit the staff monitoring will then escort the visitor back down to the front desk area.
- 9. Adherence to written screening protocols for all staff during each shift, each resident daily, and all persons entering or on the grounds of such ACF, including visitors, vendors, contractors, and volunteers.**
 - Daily health screenings of staff and all visitors, vendors etc. consists of a temperature check and screening questions that include travel to areas designated under the Commissioner's travel advisory, are completed prior to employee reporting to their work areas. Main desk receptionist/designee will perform the screening, logging the temperature and a "pass" "fail" mark after all screening questions are addressed. A secondary screening will be performed by a RN if any temperature is noted or any part of the screening questions are failed. If any portion of the screening is failed the person will be asked to leave the facility until such time they can pass the screening. The beautician will perform the screening, logging the temperature and a "pass" "fail" mark after all screening questions are addressed. A secondary screening will be performed by a RN if any temperature is noted or any part of the screening questions are failed. If any portion of the screening is failed the beautician will notify the aides on the floor for further instructions.
 - All customers prior to entering the salon will be screened which consists of a temperature check and screening questions that include travel to areas designated under the Commissioner's travel advisory.
 - Residents with any signs or symptoms of illness are reported to the nurse for further direction.
- 10. At any one time, the number of visitors must not exceed the number of persons the ACF staff are safely able to accommodate and supervise to comply with this Health Advisory. This number may vary by ACF and time of day.**
 - At no time shall the total number of visitors exceed 10% of resident census.
 - All visitation will be scheduled by Case Management in collaboration with family member(s) and resident.
 - Visitation times are the following
 - Monday 10am-12pm and 3pm-6pm
 - Wednesday 10a-2pm
 - Friday 10am-12pm and 3pm -6pm
 - Saturday 10am-1pm
 - These dates and/or times may be subject to change. This will allow staff to evaluate process and to control any potential barriers discovered. Current visitation times are included in the visitation fact sheet and as a guideline within the visitation policy.

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

11. The ACF's policies and procedures should be revised to afford every opportunity for visits in a safe and thoughtful manner. Policies should also contemplate the need for adequate supervision and strict adherence to the core principles of infection prevention and control.

- Staff will remain in the vicinity of the designated visit location to ensure that proper social distancing is maintained at all times. They will stay at a distance where visit can be visualized but where they can also ensure that families and residents can speak privately. Staff will be able to monitor 2 residents at one time during a scheduled visit.
- All visitation will be scheduled by Case Management in collaboration with family member(s) and resident.
- Visitation times are the following
 - Monday 10am-12pm and 3pm-6pm
 - Wednesday 10a-2pm
 - Friday 10am-12pm and 3pm -6pm
 - Saturday 10am-1pm
- These dates and/or times may be subject to change. This will allow staff to evaluate process and to control any potential barriers discovered.

12. Visitors under the age of 16 must be accompanied by an adult aged 18 years or older.

- This is included in the visitation policy

13. Current COVID-19 positive residents (whether new onset or persistently positive), residents with COVID-19 signs or symptoms, and residents in a 14-day quarantine or observation period remain ineligible for in-person visits. In these instances, every effort should be made to accommodate visits using electronic devices and alternative visitation techniques, including window visits.

- Any new onset of COVID positive residents will result in a pause in visitation for all residents.
- Window visits and virtual visits are available to all residents despite any pause on visitation (this includes resident or unit specific)

14. Facilities should accommodate and support indoor visitation, including visits for reasons beyond compassionate care situations, when the COVID-19 countywide positivity is less than 10%, based on the guidelines above. ACFs must use the CMS COVID-19 county positivity rate, found on the COVID-19 Nursing Home Data site (link available at: <https://data.cms.gov/stories/s/COVID-19-Nursing-Home-Data/bkwz-xpvg>) as additional information to determine how to facilitate indoor visitation.

- The ACF Administrator and/or Executive Director monitor the CMS COVID-19 positivity rate and adjust visitation accordingly. Should the positivity rate exceeds 10% visitation will be held outdoor only if weather permits.
- If there are any changes in visitation (i.e. change of times, pause in visitation etc.) communication will be sent to all families, residents and staff alerting them to the change via Groupcast.

15. Adequate staff are present to allow for personnel to help with the transition of residents, monitoring of visitation, and cleaning and disinfecting visitation areas after each visit.

- Staff will bring the resident and/ or visitor to the designated area
- Staff will remain in the vicinity of the designated visit location to ensure that proper social distancing is maintained at all times. They will stay at a distance where visit can be visualized but where they can also ensure that families and residents can speak privately. Staff will be able to monitor 2 residents at one time during a scheduled visit.
- Staff monitoring resident visitation will perform cleaning of any seating with an EPA approved disinfectant to wipe down high touch surfaces in between groups of visitors.

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

- The beautician will only schedule one appointment at a time and only have one customer at any one time in the beauty shop. After each appointment the beautician will clean all high touch areas with EPA approved disinfectant.
- 16. The ACF maintains signage regarding facemask utilization and hand hygiene practices and uses applicable floor markings to cue social distancing delineations.**
- Staff will be assigned to accompany any resident who is participating in a visit to ensure that social distancing is maintained at all times.
 - Signage will be posted in visitation areas to address facemask utilization and hand hygiene. Markings will be visible to cue residents and visitors to the social distancing delineations.
 - Signage will be posted throughout the beauty shop to educate all customers on proper hand hygiene practices as well as proper PPE.
- 17. Visitors are screened for signs and symptoms of COVID-19 prior to resident access and are refused access if they exhibit any symptoms or do not pass the screening questions. Screening must consist of both temperature checks and asking screening questions to assess potential exposure to COVID-19 which shall include questions regarding international travel or travel to other states designated under the Commissioner's travel advisory. The facility must maintain documentation of the screening questions asked onsite and make it available upon the Department's request.**
- A new visitor log has been developed to include the following information:
 - First and last name of the visitor
 - Physical (street) address of the visitor;
 - Daytime and evening telephone number
 - Date and time of visit
 - Email address if available
 - A notation indicating the individual cleared the screening (both temperature and questions) that does not include any individual temperatures or other individual specific information
 - This log will be kept in a shared computer file.
- 18. Areas where visitors and residents meet are appropriately disinfected between visitations using an EPA-approved disinfectant.**
- Staff monitoring resident visitation will perform cleaning of any seating with an EPA approved disinfectant to wipe down high touch surfaces in between groups of visitors.
 - The beautician will perform cleaning of all high touch areas with an EPA approved disinfectant.
- 19. There is adequate PPE to ensure residents wear a facemask or face covering during visitation.**
- Visitors will be encouraged to supply own masks but the facility will provide disposable or clean reusable face masks if visitor does not have one.
 - Customers will be encouraged to supply their own masks but the beauty shop will provide disposable or clean reusable face masks if customer does not have one.
 - The beautician will be required to wear a mask and a face shield or goggles during all interactions with customers at the salon.
- 20. Visitors maintain social distancing and wear a face covering at all times. The facility will provide a facemask if the visitor shows up lacking a face covering.**
- Visitors will be encouraged to supply own masks but the facility will provide disposable or clean reusable face masks if visitor does not have one.
 - Customers will be encouraged to supply their own masks but the beauty shop will provide disposable or clean reusable face masks if customer does not have

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

21. Facilities provide alcohol-based hand sanitizer to visitors and residents, and staff demonstrate appropriate use.

- Education will be provided to visitors and residents prior to visitation to ensure that there is understanding of the guidelines that must be followed to ensure safe visitation. This will be completed using a short east-to-read fact sheet outlining visitor expectations including appropriate hand hygiene and face coverings. This will engage visitors and residents in conversation about safe infection control practices.
- Hand sanitizer is readily available upon entry and exit to the visitation areas. Signs will be used to cue visitors and residents to perform hand hygiene prior to entering the visitation area and upon exit of the visitation area.
- Hand sanitizer is readily available upon entry and exit to the beauty shop. Signs will be used to cue customers to perform hand hygiene prior to entering the beauty shop area and upon exit of the beauty shop.

22. The ACF should develop a short, easy-to-read fact sheet outlining visitor expectations including appropriate hand hygiene and face covering requirements. The fact sheet must be provided upon initial screening to all visitors.

- Education will be provided to visitors and residents prior to visitation to ensure that there is understanding of the guidelines that must be followed to ensure safe visitation. All visitors will sign acknowledgment of these facts. This will be completed using a short east-to-read fact sheet outlining visitor expectations including appropriate hand hygiene and face coverings. This will engage visitors and residents in conversation about safe infection control practices.

23. Allow for resumption of external renovation projects with written consent of the applicable regional office of the Department subject to receipt of a requisite Resident Safety Plan and/or licensure project via NYSECON and weekly staff testing of the contractor staff consistent with Executive Order. Those renovation projects impacting resident space are not currently permitted.

- There are currently no external or internal renovations projects taking place at GSFH

24. Representatives of the LTCOP are permitted as visitors in accordance with this guidance without obtaining a COVID-19 test result. However, in order for LTCOP representatives to visit an adult care facility or its residents in an instance where the adult care facility has not submitted a New York Forward Safety Plan pursuant to this guidance, the representative must obtain COVID-19 negative test in accordance with the Department's July 10, 2020 guidance.

- All visitor from the long-term care ombudsman will undergo screening and provide proof of weekly testing with a negative test result for COVID 19 prior to entering the facility if GSFH has not submitted a NY Forward Safety Plan. All infection control guidelines will apply.

25. A team to be appointed by the operator which shall include, at a minimum, the administrator, case manager and quality assurance manager to review visitation program compliance with this Health Advisory.

- An interdisciplinary subcommittee of Quality Assurance and at a minimum will include the administrator, the case manager and the quality assurance manager will be created to review the visitation program compliance with the Health Advisory.

26. Hours of visitation during this public health emergency must be clearly delineated in policy and within the visitation fact sheet. Adult care facilities with positive COVID cases of residents and/or staff are reminded that communal dining and activities remain suspended. Violations of this directive will result in the imposition of fines and additional enforcement remedies.

**Good Shepherd Fairview Home, Inc. ACF
NY Forward Safety Plan addendum**

- Hours of visitation are included in the policy, Visitor fact sheet and will be posted on the GSFH website. Weekly communications will provide details to families and residents clear guidelines for visiting. If there are any further confirmed positive cases of COVID 19 that causes a pause in visitation, communication will be sent to all families, residents and staff alerting them to the change via Groupcast.