

## Reopening Implementation Plan for the Pennsylvania Department of Human Services's Interim Guidance for Personal Care Homes, Assisted Living Residences and Private Intermediate Care Facilities During COVID-19

This template is provided as a suggested tool for Personal Care Homes, Assisted Living Residences and private Intermediate Care Facilities to use in developing their Implementation Plan for reopening in accordance with the Pennsylvania Department of Human Service's *Interim Guidance for Personal Care Homes, Assisted Living Residences and Private Intermediate Care Facilities During COVID-19*. This (or another version of an Implementation Plan) is to be posted on the facility's website (if the facility has a website) or available to all residents, families, advocates such as the Ombudsman and the Department upon request. This is NOT to be submitted to the Department. The facility will progress to the next step of reopening only when the criteria are met as described in the *Interim Guidance for Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities During COVID-19*. If at any point during reopening the facility fails to meet the criteria for reopening or is operating under a contingency staffing plan, the facility will cease reopening immediately.

FACILITY INFORMATION	
This section contains the name and location of the facility along with contact information for an individual designated by the facility. That individual does not have to be the Administrator but should be someone available to respond to questions regarding the Implementation Plan.	
<b>1. FACILITY NAME</b>	
McGuire Memorial	
<b>2. STREET ADDRESS</b>	
2119 Mercer Road	
<b>3. CITY</b>	<b>4. ZIP CODE</b>
New Brighton	15066
<b>5. NAME OF FACILITY CONTACT PERSON</b>	<b>6. PHONE NUMBER OF CONTACT PERSON</b>
Joshua Antoon	724-843-3400 x1102

DATE AND STEP OF REOPENING
The facility will identify the date upon which all prerequisites will be met to begin the reopening process and the Step at which the facility will enter reopening. Those facilities that experienced a significant COVID-19 outbreak will identify the date the Department of Health survey was conducted (that is required prior to reopening).
<b>7. DATE THE FACILITY WILL ENTER THE REOPENING PROCESS</b>
August 24, 2020 (tentatively)
<b>8. SELECT THE STEP AT WHICH THE FACILITY WILL ENTER THE REOPENING PROCESS – EITHER STEP 1 OR STEP 2 (CHECK ONLY ONE)</b>
<input type="checkbox"/> <b>Step 1</b> <i>The facility must meet all the Prerequisites included in the Interim Guidance for Personal Care Homes, Assisted Living Residences and private Intermediate Care Facilities During COVID-19</i>
<input checked="" type="checkbox"/> <b>Step 2</b> <i>The facility must meet all the Prerequisites, including the baseline universal test for COVID-19 administered to staff and residents (in accordance with the <u>June 26, 2020, Order of the Secretary of Health</u>)</i> <b>AND</b>

*Have the absence of any new facility onset of COVID-19 cases for 14 consecutive days since baseline COVID-19 testing*

**9. HAS THE FACILITY EXPERIENCED A SIGNIFICANT COVID-19 OUTBREAK? (IF NO, SKIP TO #11)**

No

**STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING**

To ensure the facility has taken appropriate measures to protect residents and staff, descriptions of those strategies are required in this section (prerequisites to enter the reopening process).

**10. DATE RANGE FOR THE BASELINE UNIVERSAL TEST ADMINISTERED TO STAFF AND RESIDENTS (BETWEEN JUNE 14, 2020 AND AUGUST 31, 2020) IN ACCORDANCE WITH THE JUNE 26, 2020, ORDER OF THE SECRETARY OF HEALTH**

7/1/2020 to 8/1/2020

**11. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS SHOWING SYMPTOMS OF COVID-19 AND TO DO SO WITHIN 24 HOURS**

McGuire Memorial's nursing department has been tasked with administering the COVID-19 diagnostic tests. After the completion of baseline testing, "on demand" tests are available in coordination with the nursing department. At McGuire Memorial the COVID-19 diagnostic test can be administered (specimen collected) within 24 hours of symptom onset. Given the laboratory's capacity of providing test results back to McGuire Memorial, at this time, the test results should be returned within [4] days of the laboratory's receipt of the specimen.

McGuire Memorial has an agreement with an approved COVID-19 testing laboratory, MHS Laboratories. MHS Laboratories have reported that they are able to supply, provide collection materials, and process specimens. All specimens are picked up by a laboratory delivery personnel.

**12. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS AND STAFF IF THE FACILITY EXPERIENCES AN OUTBREAK, INCLUDING ASYMPTOMATIC STAFF**

McGuire Memorial, in partnership with MHS Laboratories, has the capacity to test approximately all residents and staff in the ICF/ID program within [7] days. This goal is subject to change due to staff availability and testing supplies provided by MHS Laboratories.

McGuire Memorial's nursing department administers the COVID-19 diagnostic test to both residents and staff. Testing occurs at specific time frames and may differ from day to day to accommodate the three shifts.

**13. DESCRIBE THE PROCEDURE FOR TESTING OF NON-ESSENTIAL STAFF AND VOLUNTEERS**

Non-essential personnel, contractors, vendors, etc are in the facility in a reduced capacity. When they must enter the facility these personnel are screened following policy.

All volunteers have been prohibited until Step #3. When volunteers are permitted in the facility, they will follow screening policies and procedures.

**14. DESCRIBE THE PROCEDURE FOR ADDRESSING RESIDENTS OR STAFF THAT DECLINE OR ARE UNABLE TO BE TESTED**

If a resident or their parent / legal guardian declines to testing and is potentially exposed to COVID-19 as determined through contact tracing, the resident will be cared for as if in a COVID-19 potentially exposed Yellow Zone. The resident will be kept in a private room for at least [14] days after the known exposure. If the resident develops symptoms consistent with COVID-19, the testing request will be re-visited with the resident and parent / legal guardian.

If an employee declines testing and remains asymptomatic they will not care for residents in unexposed Green Zones; therefore, they will be assigned to work in exposed Yellow or COVID positive Red Zones. If these staff develop symptoms consistent with COVID-19, testing will be recommended, and the staff person will be excluded from work. Staff may return to work upon meeting return to work criteria set forth in McGuire Memorial's Return to Work Policy.

If an employee is unable to be tested, as determined by a physician, the employee will be required to obtain a clearance from a medical professional and will be referred to Human Resources to determine if reasonable accommodations can be made.

**15. DESCRIBE THE PLAN TO COHORT OR ISOLATE RESIDENTS DIAGNOSED WITH COVID-19 IN ACCORDANCE WITH PA-HAN-509 PURSUANT TO SECTION 1 OF THE INTERIM GUIDANCE FOR Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities DURING COVID-19.**

McGuire Memorial will follow the Pennsylvania Department of Health's Health Alert Network (HAN) Guidance for COVID-19 in Long Term Care Facilities PA HAN 509. McGuire Memorial will use the described Red Zone, Yellow Zone, and Green Zone as required and as needed. These three zones refer to the separate floors and/or Villas and other designated areas where residents are cohorted based on their test results or the test results of a healthcare worker providing care.

Red Zone: an area for residents with a positive COVID-19 test (ground floor quarantine area)

Yellow Zone: an area for residents with a negative COVID-19 test who remain asymptomatic, but are within [14] days of a possible exposure to COVID-19

Green Zone: an area for residents who had negative COVID-19 tests and is thought to be unexposed to COVID-19.

\*\* See attached policy \*\*

**16. DESCRIBE THE CURRENT CACHE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AND THE PLAN TO ENSURE AN ADEQUATE SUPPLY OF PPE FOR STAFF (BASED ON THE TYPE OF CARE EXPECTED TO BE PROVIDED)**

McGuire Memorial currently has an adequate supply of Personal Protective Equipment to care for residents needing isolation in accordance with the PPE burn rate calculator provided by the Department of Health. There are practices in place to monitor and collect PPE. The PPE levels are reported weekly, and are maintained in a secured storage area if needed for an outbreak. In the event of a shortage there are contingency plans to attempt to obtain additional PPE from alternate sources such as PEMA and the PA Department of Health.

The cache of PPE includes the following:

- N95, KN95, surgical, and cloth masks
- Disposable isolation gowns
- Washable isolation gowns
- Variety of disposable coveralls
- Gloves
- Goggles, face shields
- Foot coverings

McGuire Memorial has a variety of PPE with different amounts of each type. McGuire utilizes differing techniques to sanitize and reuse PPE following CDC recommendations. If an outbreak should occur, McGuire would be able to give a new mask to staff each day for approximately three months. If a staff person utilizes one gown each shift, McGuire would be able sustain for approximately forty days (this does not take into account the fact that many of the gowns are reusable). McGuire always has an adequate supply of gloves on hand even when not in a pandemic. In terms of goggles and face shields, McGuire has enough supply for each staff person for approximately fourteen days (this does not take into account the fact that face shields and goggles are reusable).

**17. DESCRIBE THE CURRENT STAFFING STATUS AND THE PLAN TO ENSURE NO STAFFING SHORTAGES**

Currently, the staffing at McGuire Memorial's ICF is stable, and the overall staffing numbers have maintained above the standard to provide care for the residents.

McGuire Memorial's plan to ensure adequate staffing includes requiring mandatory overtime, and utilizing non-union employees to fill direct care openings. If necessary, permission will be granted from the CEO to initiate the emergency phone chain as outlined in our Emergency Preparedness Plan.

McGuire has an overtime signup process that is followed by all direct care employees. If there is an unexpected call off, the schedulers contact other staff members to ask if they are available to work the shift that is in need of coverage. In addition, the schedulers ask direct care workers if they would be able to stay and cover the shift that is open.

McGuire will use the above strategies to meet or exceed staffing needs at the facility.

**18. DESCRIBE THE PLAN TO HALT ALL REOPENING FACILITIES AND RETURN TO STEP 1 IF THE FACILITY HAS ANY NEW ONSET OF POSITIVE COVID-19 CASES**

If McGuire Memorial experiences a new onset of positive COVID-19 cases all reopening plans will be halted. The Department and all necessary parties will be notified of the change in status.

McGuire Memorial will continue to follow the guidance and regulations set forth by the Governor, PA Department of Health, Centers for Disease Control and Prevention, and Office of Developmental Programs to determine if plans for reopening will need to be halted.

**SCREENING PROTOCOLS**

**In each block below, describe the screening protocol to be used including where screening occurs, method of determining symptoms and possible exposure, and action taken if screening reveals possible virus. Include how the data will be submitted to the Department.**

**19. RESIDENTS**

All residents are screened daily by taking their temperatures and are assessed for signs and symptoms of COVID-19. Resident screening occurs in the resident's room. The method of determining symptoms includes but is not limited to temperature, overall respiratory status, and any reports of change in condition as determined by resident reports and/or staff observation. McGuire Memorial will follow the Department's reporting guidelines.

**20. STAFF**

Due to screening protocols one entrance has been designated as the primary access to the building. Staff will be screened by the designated "screener" who is trained on the screening protocol, which includes a temperature check, self reporting of symptoms or lack thereof, exposure questions, and travel questions.

Prior to any employee entering a McGuire Memorial location they must be screened for potential exposure, self reporting of symptoms identified by the Centers for Disease Control and Prevention (CDC), and demonstrate a temperature below 100°F. If the screening produces a temperature at 100°F or above, the employee must be further evaluated by a main site nurse utilizing a medical grade tympanic thermometer. Upon evaluation by the main site nurse, if the employee's temperature is confirmed to be 100°F or above, the employee is not permitted to work until they meet the criteria set forth in McGuire Memorial's Return to Work Policy. McGuire Memorial will follow the Department's reporting guidelines.

**21. HEALTHCARE PERSONNEL WHO ARE NOT STAFF**

Due to screening protocols one entrance has been designated as the primary access to the building. All healthcare personnel who are not staff are screened upon entrance to the building. This screening consists of a temperature check, self reporting of symptoms or lack thereof, exposure questions, and travel questions.

**22. NON-ESSENTIAL PERSONNEL**

Due to screening protocols one entrance has been designated as the primary access to the building.

All non-essential personnel are screened upon entrance to the building. This screening consists of a temperature check, self reporting of symptoms or lack thereof, exposure questions, and travel questions.

\*This will occur when non-essential personnel are permitted entry to the building

**23. VISITORS**

Due to screening protocols one entrance has been designated as the primary access to the building. Visitors will be screened by the designated "screener" who is trained on the screening protocol, which includes a temperature check, self reporting of symptoms or lack thereof, exposure questions, and travel questions.

All visitors are screened upon entrance to the building. This screening consists of a temperature check, self reporting of symptoms or lack thereof, exposure questions, and travel questions.

\*This will occur when visitors are permitted entry to the building

**24. VOLUNTEERS**

Due to screening protocols one entrance has been designated as the primary access to the building.

All volunteers are screened upon entrance to the building. This screening consists of a temperature check, self reporting of symptoms or lack thereof, exposure questions, and travel questions.

\*This will occur when volunteers are permitted entry to the building

**COMMUNAL DINING FOR RESIDENTS UNEXPOSED TO COVID-19**

**Communal dining is the same for all steps of reopening so there is no need to differentiate among the three steps.**

**25. DESCRIBE COMMUNAL DINING MEAL SCHEDULE, INCLUDING STAGGERED HOURS (IF ANY)**

The meal schedule will remain the same. Communal dining is limited to those residents unexposed to COVID-19. Resident dining areas will be set up to accommodate safe social distancing (limited number of people at tables and spaced by at least six feet apart) during meals.

Dining room table and chair layouts have been reconfigured to keep only [2] residents per table to ensure social distancing during meals. Universal precautions and infection control will be practiced throughout mealtimes.

**26. DESCRIBE ARRANGEMENT OF TABLES AND CHAIRS TO ALLOW FOR SOCIAL DISTANCING**

Tables and chairs will be set up and spaced to ensure there is at least six feet distance between residents during meals. Seating at the table during mealtimes will not exceed more than [2] residents per table. In addition, the individuals will not face each other to reduce risk of exposure through

possible coughing which would create moisture droplets. Staff members assisting more than one resident at the same time must perform hand hygiene with at least hand sanitizer each time when switching between residents.

**27. DESCRIBE INFECTION CONTROL MEASURES, INCLUDING USE OF PPE BY STAFF**

Residents will have their hands washed before and after each meal. Staff members assisting more than one resident at the same time must perform hand hygiene with at least hand sanitizer each time when switching between residents. No communal condiments will be used.

**28. DESCRIBE ANY OTHER ASPECTS OF COMMUNAL DINING DURING REOPENING**

Any residential area in McGuire that enters the Yellow Zone will have their meals served in their bedrooms so as to avoid potential exposure to other cohorted areas. Staff will continue to utilize full PPE when feeding the individuals in the Yellow Zone with special attention paid to those residents who are at high risk for coughing.

Staff that are feeding a resident that is identified as a choking risk will utilize gowns and eye protection during mealtimes.

**ACTIVITIES AND OUTINGS**

In each block below, describe the types of activities that will be planned at each step and the outings that will be planned at Step 3 (an all-inclusive list is not necessary). Include where they will be held and approximately how many residents will be involved. Describe how social distancing, hand hygiene, and universal masking will be ensured. Also include precautions that will be taken to prevent multiple touching of items such as game pieces.

**29. DESCRIBE ACTIVITIES PLANNED FOR STEP 1 (FIVE OR LESS RESIDENTS UNEXPOSED TO COVID-19)**

During Step #1 of the incremental lifting of restrictions of the *Interim Guidance for Private Intermediate Care Facilities During COVID-19* provided by the PA Department of Health, activities will be held in common living areas on each residential floor. These common living areas will be defined as the activity room, the visitors' room, or the dining room (after which all areas will be sanitized). Direct care staff will ensure activities are **limited to five or less** residents without known exposure of COVID-19, social distancing is maintained (minimum of six feet between residents), hand hygiene is completed on residents and staff prior to the onset of the activity and at the conclusion of the activity. In addition, universal masking is required with all staff.

Activities offered will include arts and crafts utilizing individual craft kits, board games (in which the pieces and parts are sanitized by staff afterwards), music enjoyment and aerobics where staff sanitize in between interacting with individuals, literature appreciation / current events, etc.

Individual 'craft kits' are utilized for each individual so as to reduce materials and tools passed between residents.

**30. DESCRIBE ACTIVITIES PLANNED FOR STEP 2 (TEN OR LESS RESIDENTS UNEXPOSED TO COVID-19)**

During Step #2 of the incremental lifting of restrictions of the *Interim Guidance for Private Intermediate Care Facilities During COVID-19* provided by the PA Department of Health, activities will continue to be held in common living areas on each residential floor. Direct care staff will ensure activities are limited to **ten or less residents** without known exposure to COVID-19, social distancing is maintained (minimum of six feet between residents), hand hygiene is completed on residents and staff prior to the onset of the activity and at the conclusion of the activity. In addition, universal masking is required with all staff.

At this step, activities may occur in the Multi-Purpose room as long as they are limited to ten residents or less without known exposure and the guidelines above are followed.

Activities offered will include all activities mentioned during Step #1, with the addition of adaptive sports (all items will be sanitized between resident use and at the onset and conclusion of the game), activities outside on the nature trail and under the pavilion

**31. DESCRIBE ACTIVITIES PLANNED FOR STEP 3**

During Step #3 of the incremental lifting of restrictions of the *Interim Guidance for Private Intermediate Care Facilities During COVID-19* provided by the PA Department of Health, activities will continue to be held in common living areas on each residential floor, the multi purpose room, or outside under the pavilion / on the nature trail. At step #3 resident activities **will not be limited to a specific number** without known exposure to COVID-19, as long as social distancing is maintained (minimum of six feet between residents), hand hygiene is completed on residents and staff prior to the onset of the activity and at the conclusion of the activity. In addition, universal masking is required with all staff.

Activities offered will include all the activities outlined in step #1 and step #2, with the addition of group outside activities, nature appreciation, etc.

At this step, religious services and outside performers / entertainers will be permitted **AFTER** they are screened for COVID-19 and provided they wear masks at all times while in the building or outdoors. During these activities there will be no shared objects between residents. During religious services staff will ensure social distancing is maintained. Direct care staff will ensure that any items used during religious services will be sanitized. The Mission and Ministry Leader / Director of Spiritual Care will supervise and provide any assistance needed during religious services to ensure social distancing and sanitization throughout and after religious services. During Step #3, there will not be any outside visitors for spiritual services

**32. DESCRIBE OUTINGS PLANNED FOR STEP 3**

No outings are planned during the COVID-19 pandemic.

**NON-ESSENTIAL PERSONNEL**

In Step 2, non-essential personnel **deemed necessary** by the facility are allowed (in addition to those already permitted in Section 4 of *Interim Guidance for Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities During COVID-19*). In Step 3, **all** non-essential personnel are allowed. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

**33. DESCRIBE THE LIMITED NUMBER AND TYPES OF NON-ESSENTIAL PERSONNEL THAT HAVE BEEN DETERMINED NECESSARY AT STEP 2**

Non-essential personnel, including contractors, will be permitted access when needed to complete work necessary to maintain a safe environment for the residents and staff. If a Red or Yellow zone exists in the building, non-essential personnel and contractors will have limited access to these areas.

**34. DESCRIBE HOW SOCIAL DISTANCING, HAND HYGIENE, AND UNIVERSAL MASKING WILL BE ENSURED FOR NON-ESSENTIAL PERSONNEL AT STEPS 2 AND 3**

Non-essential personnel, including contractors will:

- Adhere to screening protocols by temperature checks and accurately completing questions upon entering the building
- Sign in when entering the building
- Sign out upon departure
- Wear a facemask during the entire time while in the building
- Stay in designated facility locations as directed by Facility Management
- Use alcohol based hand sanitizer at the entrance of the building upon enter and exit

**35. DESCRIBE MEASURES PLANNED TO ENSURE NON-ESSENTIAL PERSONNEL DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19**

Non-essential personnel, including contractors, will not be permitted within six feet of residents who have tested positive for COVID-19, are known or suspected to have been exposed to COVID-19 and are under Transmission Based droplet precautions. Non-essential personnel will be guided and instructed which areas they are permitted to have access while they are in the building, and they will not be permitted to enter a Red Zone.

**VISITATION PLAN**

For visitation to be permitted in Steps 2 and 3 of reopening (as described in Section 6 of *Interim Guidance for Personal Care Homes, Assisted Living Facilities and Intermediate Care Facilities During COVID-19*), the following requirements are established. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for visitors.

**36. DESCRIBE THE SCHEDULE OF VISITATION HOURS AND THE LENGTH OF EACH VISIT**

McGuire Memorial Home visiting hours will be daily from 10:00am until 7:00pm and will have a maximum duration of [2] hours.

[3] residents may be scheduled for a visit at any one time in the ICF/ID

As per PA Department of Health reopening guidance, all scheduled visits will have to be canceled if a resident or staff tests positive for COVID-19 and at least a fourteen day waiting period will have to occur before these visits can begin again.

All visits must be scheduled in advance with a confirmation made by visitors that all visiting procedures will be followed.

It is the expectation of McGuire Memorial that the visitors will abide by all guidelines when visiting. The visitors will be monitored by Direct Care Supervisors, Program Specialists, and QIDPs to ensure compliance with the visitation policy. If a visitor is not following the guidelines they will be asked to refer to the guidelines and correct their violation. If they continue to be non-compliant during the visit, the visit will immediately come to an end.

**37. DESCRIBE HOW SCHEDULING VISITORS WILL OCCUR**

A professional staff member will schedule the date and time in advance. Prior to the visit taking place, the following instructions will be given to the visitors:

- the entrance they will use and where they will be screened for COVID-19 signs and symptoms and possible exposures by using McGuire Memorial's screening tool
- visitors will not be permitted to visit residents if they do not pass the screening
- prior to the visit, visitors will be made aware of the specific visitation space (neutral zone)



- Six foot distance between the visitor and resident must be maintained at all times during the visit
- only [2] visitors per resident will be permitted at one time
- all visitors must adhere to the CDC guidelines and wear a face covering or face mask covering the nose and mouth during the entire visit
- visitors must stay in the designated visiting locations
- all visitors must sign in and sign out upon departure
- for the safety of the residents at McGuire Memorial, all visitors must agree to all requirements above prior to scheduling a visit

**38. DESCRIBE HOW VISITATION AREA(S) WILL BE SANITIZED BETWEEN EACH VISIT**

Surfaces touched by the resident and/or the visitors will be sanitized using Virex II 256 One-Step Disinfectant Cleaner and Deodorant, an EPA registered disinfectant, after each visit and before the next visit can occur.

**39. WHAT IS THE ALLOWABLE NUMBER OF VISITORS PER RESIDENT BASED ON THE CAPABILITY TO MAINTAIN SOCIAL DISTANCING AND INFECTION CONTROL?**

[2]

**40. DESCRIBE THE ORDER IN WHICH SCHEDULED VISITS WILL BE PRIORITIZED**

Utilizing various ways in which to communicate McGuire will determine which individuals may be expressing feelings of loneliness and those residents with diseases that cause progressive cognitive decline (i.e. Alzheimer’s disease) will be given first priority to schedule a visit.

Visitors of residents who have not received a visit yet will be given the next priority

Visitors of residents who have received fewer visits than other residents will have priority over those who have had more visits.

McGuire Memorial will attempt to maximize the number of different resident visits that can occur at one time (three residents may be scheduled for visits at one time).

**S  
T  
E  
P  
2**

**41. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 2 (CONSIDERING SUCH SAFETY FACTORS AS EXPOSURE TO OUTDOOR WEATHER AND TRANSPORTING RESIDENT TO VISITOR LOCATION)**

The Interdisciplinary Team will determine which residents can safely have visitors. At this time, all residents not under Transmission Based precautions are able to have visitors.

**42. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 2 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE**

The outdoor visitation space for residents and visitors during Step #2 of the incremental lifting of restrictions provided by Pennsylvania Department of Human Services *Interim Guidance for Personal Care Homes and Assisted Living Residences and Private Intermediate Care Facilities during COVID-19* dated June 26, 2020 will be located in either:

- the pavilion (clearly marked off in four different visitation spaces) that is located next to McGuire Memorial’s main courtyard
- the sun deck and/or moon deck located on Francis Way Natural Trail

The pavilion and moon deck provide cover from the sun and light rain, while the sun deck has large umbrellas that can be opened by the visitors. If severe weather is forecasted then an

interior neutral visit space will be used or visitation will be canceled until the severe weather has passed.

If the PAVILION is used for visits, visitors will report to the facility's "employee entrance" and be screened at that time. If the visitor has:

- passed the COVID-19 screening (conducted by the designated screener)
- donned a face covering or face mask
- perform proper hand sanitization

then they will be escorted to the visiting area (pavilion) while the resident is brought to them.

The pavilion will be marked off with the designated visiting space. The visitor will maintain social distancing with the resident while visiting in the designated area. There will be a six foot table in each "visiting space." To maintain social distancing, the visitor and resident must stay on either side of the table.

If the SUN / MOON DECK is used for visits, the visitors will report to the facility's "employee entrance" and be screened at that time. If the visitor has:

- passed the COVID-19 screening
- donned a face covering or face mask
- perform proper hand sanitization

then they will be escorted to the visiting area (sun / moon deck) while the resident is brought to them. The visitor will maintain social distancing with the resident while visiting in the designated area. Both decks have picnic tables; therefore, when visiting the resident and visitor will stay on either side of the table to maintain social distancing. The sun / moon deck will be reserved for only one resident and their visitors at a time.

Visits will be prohibited for visitors who are:

- Currently diagnosed with COVID-19
- Have been exposed to someone with COVID-19 within 14 days prior to the visit
- Are demonstrating symptoms of COVID-19 or any other illness

It is the expectation that all visitors will adhere to the CDC guidelines by maintaining social distancing from others, limit physical contact, practice hand hygiene, and wear a facemask at all times while visiting

**43. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS**

The neutral spaces designated for visitors (Pavilion, Sun/Moon Decks) will have a table to separate the visitor and the resident to maintain social distancing throughout the entire visit. Chairs will be placed on either end of the table. Visitors will sit on one end of the table, while the resident will be placed at the other end of the table. At no time during the visit will the visitor or resident be less than six feet apart. All visits will be monitored by Direct Care Supervisors, QIDPs, or Program Specialists to ensure compliance with the visitors wearing masks and social distancing.

**44. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED IN THE EVENT OF EXCESSIVELY SEVERE WEATHER TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE**

The visitor rooms located near the front lobby adjacent to the multi-purpose room will be utilized as a neutral visitation space. The multi-purpose room will also be designated as a neutral visitation space. The visitor will be escorted through the hallway to the front lobby. This route does not come in contact with any residents.

	<p><b>45. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS</b></p> <p>In the case of severe weather and the visits are moved to the neutral spaces indoors, a table will be placed in each of those neutral spaces (multi-purpose room, visitor rooms) to clearly define a minimum of six feet distance to be maintained between the resident and the visitors.</p>
<b>S T E P 3</b>	<p><b>46. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 3 (CONSIDERING SUCH SAFETY FACTORS AS TRANSPORTING RESIDENT TO VISITOR LOCATION)</b></p> <p>The Interdisciplinary Team will determine which residents can safely have visitors.</p>
	<p><b>47. WILL OUTDOOR VISITATION BE UTILIZED AT STEP 3? IF NO, SKIP TO QUESTION #52</b></p> <p>Yes</p>
	<p><b>48. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 3 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>49. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>50. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>51. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS (IF THE SAME AS STEP 2, ENTER "SAME")</b></p> <p>Same</p>
	<p><b>52. FOR THOSE RESIDENTS UNABLE TO BE TRANSPORTED TO THE DESIGNATED VISITATION AREA, DESCRIBE THE INFECTION CONTROL PRECAUTIONS THAT WILL BE PUT IN PLACE TO ALLOW VISITATION IN THE RESIDENT'S ROOM</b></p> <p>At this time, McGuire Memorial believes that all current residents can be transported to the designated visitation area.</p> <p>Residents on Transmission Based Precautions will not be permitted visitation.</p>

<b>VOLUNTEERS</b>	
<p>In Step 2, volunteers are allowed only for the purpose of assisting with outdoor visitation protocols and may only conduct volunteer duties with residents unexposed to COVID-19. In Step 3, all volunteer duties may be conducted, but only with residents unexposed to COVID-19. Screening, social distancing, and additional precautions including hand hygiene and universal masking are required for volunteers.</p>	
<p><b>53. DESCRIBE INFECTION CONTROL PRECAUTIONS ESTABLISHED FOR VOLUNTEERS, INCLUDING MEASURES PLANNED TO ENSURE VOLUNTEERS DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19</b></p> <p>No volunteers are permitted at this time. Volunteers will be permitted on the premises at a future date.</p>	

Once Volunteers are permitted on the premises they will:

- Wear a facemask or face covering during the entire time while on McGuire Memorial premises.
- Use alcohol based hand sanitizer at the entrance to the building and upon exit
- Volunteers will only stay in designated locations that are not exposed to COVID-19
- Adhere to screening protocols by accurately answering all questions and receiving a temperature check upon entering the building in the designated screening area
- Sign in upon arrival and sign out upon departure
- Volunteers will not interact with residents who are potentially exposed to COVID-19

**54. DESCRIBE THE DUTIES TO BE PERFORMED BY VOLUNTEERS DURING STEP 2**

Volunteers will be permitted at McGuire Memorial at a future date.

  
SIGNATURE OF ADMINISTRATOR

DATE 9/14/2020