



Indoor Visitation Program

Policy Statement: Three Pillars promotes safety, dignity, and overall quality of life for residents by providing an environment for safe indoor visits to meet the social and emotional needs of residents during the COVID-19 pandemic. We have put preventative measures into place to reduce the chances of infection.

Applies to: RSL VOS HCC CP

Responsibility: Housing Manager, COO, Volunteers

Equipment: Screening forms, thermometers, sanitizing spray and rags, hand sanitizer, and Sign-Up Genius system.

Procedure:

The facility will:

- Establish a schedule for visitation hours based on staff and volunteer availability and resident/visitor preferences. The schedule is subject to change based on these factors. The schedule will be communicated to families in advance and available to view and schedule via the Sign-Up Genius link on our website: threepillars.org/COVID-19.htm. The Concierge (262.965.7390) or Housing Manager (262.965.7421) may also assist with visit sign-ups. Names of those who schedule a visit are hidden for privacy.
- Clearly communicate guidelines for the visitation by sharing our policy document before prospective visitors sign up, upon completion of the sign-up, and at the time of the visit. Our visitation policies and the CDC's "How to Protect Yourself and Others" document are available on our website (threepillars.org/COVID-19.htm) and provided at the time of visit sign-up on Sign-Up Genius. The Concierge (262.965.7390) or Housing Manager (262.965.7421) may also provide this information.
- Offer up to 3 people to visit in a resident's apartment. Visitors are asked to arrive approximately 5 minutes early to allow time for screening. All visitors must be at least five years of age. Exceptions will need prior approval of the Housing Manager.
- Monitor the visit sign-up schedule in preparation for each visit.
- Notify all parties to reschedule visits if health guidance changes.
- Supply information about symptoms of COVID-19 to all residents and visitors, and screen each visitor. Residents will self-screen as pledged in the attestation form. Visitors will meet a staff member or volunteer for check-in and screening prior to the visit – At Village on the Square, the screening location is the front entrance vestibule area.
- Provide alcohol-based hand sanitizer for the visitors and staff at the screening table. Hand hygiene will be required to be completed by residents and visitors prior to and following the visit.
- Clearly communicate and ensure the use of face masks or cloth face coverings and social distancing of 6 feet between residents and visitors.
- Provide visitors with a "Post Visitation Self Screen" form at the conclusion of the screening.

Resident criteria:

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- Current COVID-19 positive residents, residents with COVID-19 signs or symptoms, and residents in a 14-day quarantine or observation period due to their admission or re-admission status are not eligible for visits.
- Residents are responsible for taking their temperature and self-screening for COVID-19 symptoms before engaging in a visit. If they have a temperature or symptoms, they will inform the Housing Manager (262.965.7421) and the visit will be postponed.
- Residents who have had COVID-19 do not require transmission-based precautions as outlined by the CDC and DHS guidelines to be eligible for visits.
- Residents must wear a mask (or other face covering) at all times to prevent spread of respiratory secretions when they are talking, sneezing, or coughing.
- Hand hygiene will be required to be completed by residents and visitors prior to and following the visit.
- Residents will clean and disinfect the visitation area, including tables, chairs, and other shared surfaces in the apartment.

Visitors will:

- Sign up for a visit time slot via the Sign-Up Genius link on our website: threepillars.org/COVID-19.htm and familiarize themselves with our indoor visit policy (on our website and within Sign-Up Genius) prior to the visit. Alternatively, the Concierge (262.965.7390) or Housing Manager (262.965.7421) may help schedule an outdoor visit or provide policy information.
- Complete an Informed Consent and Assumption of Risk form, available on our website above and within Sign-Up Genius to print and return at the time of visit, or available from the person who checks you in for your visit.
- Self-monitor for COVID-19 symptoms prior to visit and be screened by facility staff or volunteer at the time of visit check-in. The visitor must attest to COVID-19 status if known. Any individual with symptoms of COVID-19 will be excluded from visitation.
- Park in any open spot in the surface parking lots.
- Call the Concierge (262.965.7390) upon arrival and a staff or volunteer will meet the visitor at the front entrance for check-in and screening. The visitor will provide contact information and complete screening.
- Walk directly from the main entry to the apartment after successful screening, and make a direct exit after the visit. Visitors will not interact with others besides the resident(s) they're visiting, and will refrain from being in any other common area part of campus.
- Wear a mask (or other face covering) at all times to prevent spread of respiratory secretions when they are talking, sneezing, or coughing. The facility will provide a face mask if needed.
- Use alcohol-based hand sanitizer upon entering and exiting the visitation area.
- Maintain zero physical contact with the resident. Due to the risk of exposure, holding hands, hugging, kissing, or other physical contact is not allowed during family visits. Physical distancing of 6 feet must be maintained for the duration of the visit. If contact is made between resident and visitor, the resident may be required to self-quarantine for 14 days.
- Closely monitor visitors under age 12 years, ensuring they are under the control of the adults who bring them and complying with physical distancing requirements. All visitors must be at least age five (unless exception is approved) and wear a mask at all times. The facility will provide a face mask if needed.
- Comply with the "Visitor Post Visitation Self Screen" form, which will be provided by facility during the screening process.

Procedure References: Wisconsin Department of Health Services, Centers for Disease Control

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Effective Date: October 13, 2020

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