



Manual: Life Enrichment	Policy Number: LER-18
Section: Recreation	Policy Name: Visits
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Effective Date: July 22, 2020	Revised: March 31, 2023

## **Purpose**

Finlandia Village is dedicated to providing a safe atmosphere for our essential visitors, essential caregivers and general visitors in order to promote and support the well-being of our Residents. We promote and respect the social, mental, emotional and physical well-being of our Residents, as such, Finlandia Village has adopted this policy to ensure that our Residents are provided with meaningful care with equitable and flexible access.

## **Definitions**

Essential visitors are people who are visiting a very ill or palliative Resident(s) who are receiving end of life care. Government inspectors with a statutory right of entry. Support workers who visit a home to provide support to the critical operations of the home or to provide essential services.

Essential caregivers are defined as individuals visiting Resident(s) who are very ill or palliative, or those who are performing essential support care services for the Resident(s) (i.e. family or volunteer providing care).

General visitor are all other visitors that are not a designated essential visitor or essential caregiver.

## **Disclaimer**

All essential caregivers and general visitors must adhere to the directives issued by the Ministry of Health and Long Term care in order to continue to be permitted to visit the Resident(s). Failure to do so may result in discontinuation of visits. If this decision is made, the decision will be based on the following: Only after all other reasonable efforts to maintain safety during visits have been exhausted, stipulate a reasonable length of the prohibition, clearly identify what requirements the visitor should meet before visits may be resumed and be documented by the home.

## **Policy**



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- Residents have the right to choose their visitors. In addition, Residents and/or their Power of Attorney (POA) or Substitute Decision Maker (SDM) have the right to designate essential caregivers. Essential caregivers under the age of 16 must have written approval from a parent or legal guardian to be designated an essential caregiver.
- Both vaccinated and unvaccinated essential caregivers and general visitors are permitted entry into the home.
- All visitors must self-screen upon entry to the facility by responding to the questions posted at each entry way.
- Masks are required by all visits upon entry to the home and in all common areas. While visiting with a resident in their own room or other private area and there are no other staff or residents present, visitors may remove their mask. Exceptions to the masking requirements are: children under the age two years of age; any individual who is being accommodated in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 or the Ontario Human Rights Code; if entertainment provided by a live performer (that is, a visitor) requires removal of their mask to perform their talent.
- Essential caregivers and general visitors may accompany a Resident for meals to assist the Resident with eating, however, may not dine with the Resident. Additionally, you may join group activities with the Residents as space permits.
- Essential caregivers or essential visitors are the only type of visitors allowed when a Resident is isolating or resides in a home or home area in an outbreak. General visitors are not permitted to visit the home or home area that is in outbreak, the Resident is isolating or our local public health unit directs so. The home must follow any applicable directives, orders, guidance, advice or recommendations issued by the Chief Medical Officer of Health or Public Health Sudbury and Districts.
- Homes must provide education/training to all visitors about physical distancing, respiratory etiquette, hand hygiene, IPAC practices, and proper use of PPE. Please view educational

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resources provided below under the “Personal Protective Equipment Guides” heading.

- If any changes occur with new directives from the Ministry of Health and Long-Term Care, we will be notifying the primary family contact (POA/SDM) of these changes.

If you wish to be considered as an essential caregiver please call the Life Enrichment department at 705-677-8538

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### **Personal Protective Equipment Guides**

Visitors entering a room of a Resident on isolation must wear full Person Protective Equipment (PPE) when in Resident’s room. Please see diagram below on how to properly don and doff PPE.



### **Masks**

Masking reduces the risk of spreading disease to others. As per directive from the Ministry of Health and Long Term Care, all visitors must be wearing a face covering. The type of face covering depends on the type of visit.

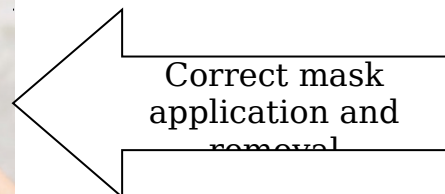
**To apply your mask:**

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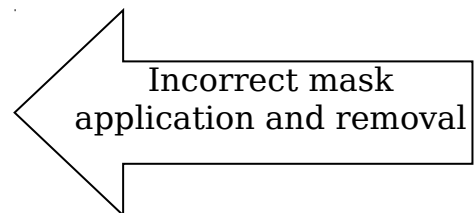
- Wash or sanitize your hands prior to applying your mask and adjusting your mask.
- Do not touch the inside or front of your mask with your fingers.
- Apply your mask by holding the ear loops.
- Masks are to be worn appropriately at all times. Do not wear your mask under your chin or nose, hang the mask around your neck, from your ears or rest it on your head.
- If reapplying a used mask, ensure hand hygiene is completed following application of the mask.
  - o Please note the diagrams below for further instruction.

### **Removing your surgical mask with the intent to reuse:**

- Perform hand hygiene.
- Do not touch the front of your mask as the front is contaminated. Remove the mask by using the ear loops, slowly and carefully.
- Safely put it in a secure location and wash (cloth masks) or dispose of (surgical/procedure masks).
- Perform hand hygiene.
  - o Please note the diagrams below for further instructions.



Correct mask  
application and  
removal



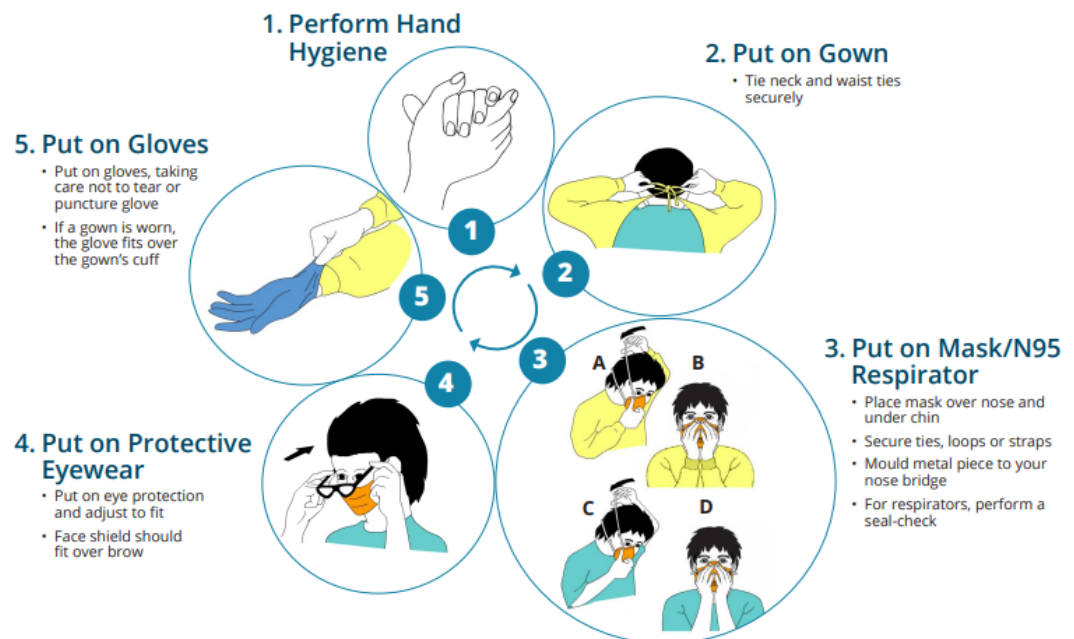
Incorrect mask  
application and removal

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### Recommended Steps: Putting On Personal Protective Equipment (PPE)

Public Health Ontario | Santé publique Ontario





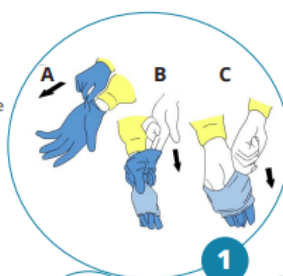
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### Recommended Steps:

## Taking Off Personal Protective Equipment (PPE)

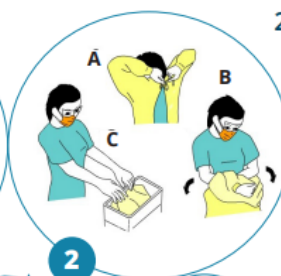
### 1. Remove Gloves

- Remove gloves using a glove-to-glove / skin-to-skin technique
- Grasp outside edge near the wrist and peel away, rolling the glove inside-out
- Reach under the second glove and peel away
- Discard immediately into waste receptacle



### 2. Remove Gown

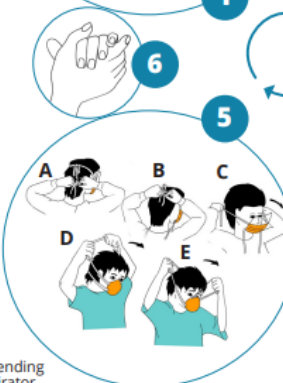
- Remove gown in a manner that prevents contamination of clothing or skin
- Starting with waist ties, then neck ties, pull the gown forward from the neck ties and roll it so that the contaminated outside of the gown is to the inside. Roll off the arms into a bundle, then discarded immediately in a manner that minimizes air disturbance.



### 6. Perform Hand Hygiene

### 5. Remove Mask/ N95 Respirator

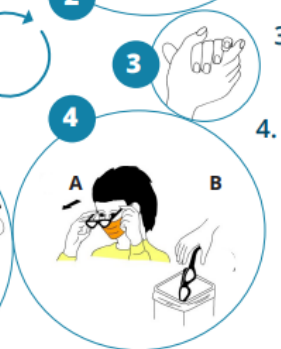
- Ties/ear loops/straps are considered 'clean' and may be touched with hands
- The front of the mask/respirator is considered to be contaminated
- Untie bottom tie then top tie, or grasp straps or ear loops
- Pull forward off the head, bending forward to allow mask/respirator to fall away from the face
- Discard immediately into waste receptacle



### 3. Perform Hand Hygiene

### 4. Remove Eye Protection

- Arms of goggles and headband of face shields are considered to be 'clean' and may be touched with the hands
- The front of goggles/face shield is considered to be contaminated
- Remove eye protection by handling ear loops, sides or back only
- Discard into waste receptacle or into appropriate container to be sent for reprocessing
- Personally-owned eyewear may be cleaned by the individual after each use







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The following videos are education guides by Public Health Ontario on how to properly don and doff your PPE and proper hand hygiene practices:

Putting on full PPE: <https://www.youtube.com/watch?v=s2z1uM1fXN8>

Taking off full PPE: [https://www.youtube.com/watch?v=crGlUX3\\_4DA](https://www.youtube.com/watch?v=crGlUX3_4DA)

How to wash hands: <https://www.youtube.com/watch?v=o9hjmges72I>

How to rub hands: <https://www.youtube.com/watch?v=sDUJ4CAYhpA>

If you need assistance in viewing these videos, please feel free to ask a Life Enrichment team member.