

**There has been no further changes to procedures for Resident Leaves since the end of Fairhaven's last COVID-19 outbreak and the issuance of the revised Leave Policy details.**

Here is a little checklist for leaves that we can use when responding to questions from family or Residents:

### **Reasons for Leave Restrictions**

- ☐ Since visiting opened up in long term care, there has been a significant increase of COVID-19 cases across Ontario and an increase locally as well.
- ☐ We have received requests from Residents' loved ones asking that we apply further measures to protect their loved ones when leaves are now allowed.
- ☐ The greater Peterborough area is geographically beside all of the high risk regions.
- ☐ Homes are legally responsible for protecting the health and safety of our Residents and the 350+ employees working at Fairhaven.
- ☐ Thank you for your continued commitment to safety precautions; as our environment changes, we will re-evaluate our safety precautions. Please know that we do not make any decisions without a great deal of thought and consideration to the physical and mental health of our Residents. Our priority is to help protect the Residents and staff of the Home and we need your support.

### **Short Stay Absences (not overnight)**

- ☐ Fairhaven will provide Residents with a medical mask to be worn at all times when outside of the Home
- ☐ All short stay absences will be approved by Betty Hazen or her designate
- ☐ Residents and, if applicable, family members, will fill out absence forms and will be reminded of the importance of public health measures, including physical distancing and frequent handwashing.
- ☐ When the Resident returns to Fairhaven, they must be actively screened at the main entrance by the screener (series of questions to be asked and temperature will be taken)

- ☐ Returning Residents will also be required to self isolate for a minimum of seven days, with testing for COVID-19 on, or about, the 5th day of isolation.
- ☐ Absences for medical appointments do not require Resident isolation after the appointment upon returning to Fairhaven
- ☐ The Resident's Home Area should be called 72 hours before the Short Stay Absence so that staff can have your loved one ready for the outing (without doing so, you may have to be prepared to wait).
- ☐ All new items being brought into Fairhaven will need to be quarantined for 48 hours.

### **Short Walks Around the Grounds of Fairhaven**

- ☐ Residents who wish to go on short walks around the grounds of Fairhaven do not need to be isolated when they return to our building
- ☐ Residents must still fill out absence forms and will be reminded of the importance of public health measures, including physical distancing and frequent handwashing.
- ☐ When the Resident returns to Fairhaven, they will be actively screened at the main entrance by the screener (series of questions to be asked and temperature will be taken)

### **Temporary Absences (overnight stays)**

- ☐ Fairhaven will grant requests for overnight stays on a case-by-case basis based on safety factors like the risk associated with the absence (e.g., for a family weekend vs. a large gathering) and the ability of the Residents to self-isolate upon return
- ☐ For the protection of the staff and other Residents in the Home, Residents who leave on a temporary absence **WILL BE REQUIRED** to be tested and self-isolate for 7 days when they return to Fairhaven.
- ☐ If we feel that we are unable to grant a leave, this decision (and the related rationale) will be communicated in writing.

- ☐ Contact Betty Hazen (ext. 233), or a designate, at least 3 business days in advance on the planned overnight stay, by email at [betty.hazen@fairhavenltc.com](mailto:betty.hazen@fairhavenltc.com). Please cc Anne Florence ([anne.florence@fairhavenltc.com](mailto:anne.florence@fairhavenltc.com)) and Michelle Abrioux ([michelle.abrioux@fairhavenltc.com](mailto:michelle.abrioux@fairhavenltc.com)) on your request.
- ☐ Your request should contain the following information: (Person picking up Resident, Pick up date & Time, expected length of travel and return date, reason for request (e.g. wedding/funeral out of town/province (with location), weekend overnight stay at POA house with/without planned activities, and any other important information that can increase the risk of exposure of the Resident to COVID).
- ☐ Fairhaven staff will acknowledge receipt of your request and respond.
- ☐ If approval is granted, notification will be given to the Resident Home Area staff with the date and pick up time. Please ensure you have proof of confirmation on hand that the overnight stay has been granted to avoid delays.
- ☐ Family member(s) must get tested for COVID and attest that they received negative results, without a subsequent positive test, within the past two weeks, before the overnight stay begins
- ☐ Once you arrive at Fairhaven, you will be asked the COVID-19 screening questions, your temperature will be recorded, and you will have to attest of receiving a negative result within the past two weeks, without a subsequent positive test..
- ☐ You will be provided with the Resident's clothing, medication (to be signed out), incontinence products (if needed), surgical masks for the duration of their travels, and any other necessary items requested by the family). Please ensure that the mask is worn at all times when outside Fairhaven.
- ☐ You will be provided with information including infection, prevention and control practices that will help to keep you and the Resident stay healthy.
- ☐ Upon your return to Fairhaven, both you and the Resident will be screened and your temperatures will be recorded.

- ☐ The screener will call the Resident Home Area to advise them of the Resident's return and ask a staff member to come to the ground floor and transport the Resident back to their unit.
- ☐ The Resident will be tested for COVID and placed in isolation for a minimum of 7 days pending the results of a COVID-19 test

**PLEASE PLACE IN COMMUNICATION BINDERS**

**Please consider all Fairhaven COVID-19 Employee Bulletins to be official notifications of consultation with the Fairhaven Joint Occupational Health and Safety Committee.**