



# Masonic Homes of California

## **Policy for Visitor Restriction to SNF Lorber Community during COVID-19 Response Plan**

**UPDATED: March 14, 2020**

**Policy:** To reduce the risk of possible infection and spread of COVID-19 at the Masonic Homes of California SNF Lorber Community management will institute screening and other restrictions for potential visitors.

### **Considerations:**

Process associated with this policy may change frequently due to updates in COVID-19 response from local, state, or federal recommendations

No visitors under 18 years old.

Only 1 visitor per resident at a time.

### **Process:**

Only visitors who have been pre-approved are allowed on campus. This is a case-by-case approval process adjudicated by the Skilled Nursing Administrator or Designee.

### **External visitors:**

1. All visitors must be preregistered and preapproved by the Skilled Nursing Administrator or Designee. Skilled Nursing Administrator or Designee will give list of all approved visitors to Concierge on a daily basis (or more frequently if necessary). Concierge will send the list to the guard prior to visitor arrival.
  - a. Any visitors not on the list will be asked to wait until the person they are visiting is contacted and approves entry. If the guard cannot make contact, the visitor will be refused entry.
  - b. Approval may take time. Visitors are advised to call in advance (the more time the better) to allow for the completion of the approval process.
2. At guard house, visitors will receive questionnaire and education
3. Guard will direct visitor to park at the Lorber Parking Lot and enter only through the 3<sup>rd</sup> Floor Lorber Entrance.
4. Staff will temperature screen all visitors, observe the visitor use hand sanitizer to wash hands, and have them sign questionnaire.



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5. Visitors must all sign in and provide all info including phone number.
6. If visitor passes screening, they can continue on with their visit.
7. Visitors will be escorted to the room by a staff member and staff will check in frequently to make sure that proper social distancing remains in effect. In some cases, staff members may remain in the room.
8. Visitors may also be provided and fitted with Personal Protective Equipment (PPE) like a mask, gown, gloves, etc. if needed. Staff will help visitors put on and remove any necessary PPE.
  - a. If a visitor is given PPE, they must call for staff assistance, using the in-room phone, or call button prior to exiting the room. Staff will assist the visitor in removing any PPE.
9. Visitor must check out upon leaving the community

## Internal Visitors (Visits from Residents in RCFE Masonic Home or Acacia Creek)

1. Visitors from Acacia Creek or the Masonic Homes of California RCFE campus must contact the SNF Administrator or designee and request approval to visit at extension 26463-the Lorber concierge.
2. If approved, SNF administrator or designee will add internal visitor's name to the Lorber concierge approved visitor list.
3. Immediately prior to visiting, approved internal visitors must call the concierge to let them know what time they will be visiting.
4. Internal visitors must enter through the 3<sup>rd</sup> Lorber entrance. If the visitor is unable to access that entrance, the SNF administrator or designee must be consulted for special consideration.
5. All internal visitors will be subject to temperature screening, observed hand sanitizing, and asked to sign a questionnaire.
6. Internal visitors will need to sign in and provide relevant information.
7. If visitor passes screening, they can continue their visit.
8. Visitors will be escorted to the room by a staff member and staff will check in frequently to make sure that proper social distancing remains in effect. In some cases, staff members may remain in the room.



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9. Visitors may also be provided and fitted with Personal Protective Equipment (PPE) like a mask, gown, gloves, etc. if needed. Staff will help visitors put on and remove any necessary PPE.
  - a. If a visitor is given PPE, they must call for staff assistance, using the in-room phone, or call button prior to exiting the room. Staff will assist the visitor in removing any PPE.
10. Visitors must contact staff before the visitors leave the resident's room. Staff will then escort the visitor to the front desk for check out. aa
11. Visitors must check out prior to leaving.

## **While Visiting:**

1. Visitors must attempt to observe 6 ft of distance from all residents during their visit.
2. If the visitor must be closer than 6 ft, they must avoid any unnecessary physical contact.
3. Dining Services will not be able to provide meals for visitors at this time
4. Visitors are not allowed to wander around the community. They must remain in the resident's room during their visit. When entering and leaving they must take the most direct route between the screening area and resident room.