**Community Living Visitation Procedure**

**All visitation will be scheduled through the House Manager**

**Pre-visit:** Family member can call the house and request House Manager’s cell phone number and or staff can call House Manager with the family’s request to visit.

**During phase 1 of Visitation**:

* House Manager will facilitate and encourage alternative method for visitation for communication with the participants (i.e. Face-time, skype)
* Visit will be encouraged to take place outside the home, (i.e. on porch in yard etc.). Following the **Visit Guidelines** stated below.

**During phase 2 of Visitation:**

* Visit can take place in the home of visitation following the **Visit Guidelines** stated below.

**During Phase 3 of Visitation**:

Visit with 2 or less family members who can take the individual for a car ride, and transport to a doctor appointment. Limited public exposure is highly recommended. Following the **Visit Guidelines** stated below

Roll date 3-18 after leadership meeting

**Phase 4 of Visitation:**

* Visit with 2 or less family members going to public places Family member will need to sign out the individual and document where the individual was transported. Following the **Visit Guidelines** stated below

Roll out date April 1st

**Phase 5 of Visitation:**

* Overnight visits for individuals going to their family home will be available. Following the **Visit Guidelines** stated below maintaining social distancing and wearing a face mask.
* If during any phase there is an increase in COVID-19 cases these Phase guidelines will be re-evaluated.
* House Manager will inform family members that a visit will not take place if a visitor is ill or if they have a known exposure to someone with COVID-19.
* House Manager will inform family member that a pre-assessment for symptoms will take prior to the visit, and they (the visitors) will need to sign a visitation guideline screen tool for the agency.
* House Manger will request that bringing items to the visit will be discouraged, due to CDC guidelines of COVID-19 path of transmission.
	+ House Manager will schedule a day, time, location and duration for the visit
* Pre-assessment for symptoms prior to visitation.
	+ Screen (questionnaire form) visitors for fever (above100.0oF) symptoms consistent with COVID-19, or known exposure to someone with COVID-19. Restrict anyone with fever, symptoms, or known exposure from visiting or entering the home.

**Visit Guidelines**

* Visitors are asked to wash hands or use hand sanitizer before and after the visit. All areas in the home where visitor accessed will be clean after the visit, by staff present.
* Number of visitors limited to 2 at a time
* Wear face mask during the visit at all times
* Physical contact in the form of greeting or goodbye is acceptable.
* House Manager will request visitors to inform the ARC if they develop fever or symptoms consistent with COVID-19 within 14 days of visiting the participant.

**Post visit**

Staff and participant should use hand sanitizer during visit.

 Staff and participant will upon entering the home wash their hands

Staff will document visit in participants communication log located in case worthy.

**During Phase 4 & 5** staff will need to ensure family member report where they were transported or an address where visit took place must be documented for possibly CDC guidelines contract tracing procedures.