



HCH *Here to Care.*

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To: **Grace and Faith Manor Staff, Caregivers, Students, Volunteers, and General Visitors**
From: Justine Dudziak, Grace Manor Administrator
Aleksandra Grzeszczuk, Faith Manor Administrator
c.c. Tracy Kamino, Vice President of Operations
Date: October 14, 2022
RE: IPAC Changes for Faith and Grace Manor

There are new directives with regards to IPAC practices for long term care homes. The majority of the changes will occur on October 14th, 2022 with the exception of the screening which will start October 24, 2022.

The following summarizes the changes to take place in the Manors:

Screening

Please note that active screening will remain in place for everyone until October 24, 2022.

- **Screening requirements will shift from active to passive screening** to embed this practice into the regular practices of the Manors aimed at reducing the risk of infectious respiratory illnesses.
- **Temperature checks will no longer be required** and there will no longer be a designated staff person recording temperatures or asking the screening questions at the screening booth.
- **Active screening for visitors and caregivers will continue** however will be done through the form of a signed attestation/confirmation of self-screening. Visitors and caregivers will have access to this attestation form so they can self-screen prior to visiting the Manor, complete the form and then upon arrival to the home, simply drop the form off in the designated location. If a visitor or caregiver is not aware of our process and/or does not have advance access to an attestation form prior to the date/time of their visit, the form will be available for completion at the entrance to the Manor and the completed form would then be dropped off in the designated location. **(ATTESTATION FORM – COMING SOON)**

- **Passive screening for staff, volunteers and students will now take place** which means that staff, volunteers and students must review screening questions themselves at home, prior to leaving their home, and there is no verification of screening. **(PASSIVE SCREENING FORM – COMING SOON)**
- **Self-Monitor for Symptoms prior to entering the Manor** - Staff, students, volunteers, support workers, caregivers and general visitors will self-monitor for symptoms of COVID-19 (passive screening).
- Staff, students, volunteers, support workers, caregivers and general visitors will review the screening information posted at the entrances to the Manors and monitor their health at home for COVID-19 symptoms and will not be permitted to enter the home if they are feeling ill or would otherwise fail screening.
- **The signage at entrances** and throughout the home will be updated to list the signs and symptoms of COVID-19, requirements for self-monitoring and steps that must be taken if COVID-19 is suspected or confirmed in any individual.
- **End of Life** - Grace and Faith Manor will not prohibit visitors for palliative end of life residents. If these individuals fail screening, they will be permitted entry, but Grace and Faith Manor requires that these visitors wear a medical (surgical or procedural) mask, remain in the resident's room that they are visiting, and also maintain physical distance from other residents and staff.

Important Note: Do not come to work or visit the home if unwell.

COVID-19 Asymptomatic Screening – RAT and PCR Testing

Staff, caregivers, students and volunteers working in or visiting Grace or Faith Manor will be tested for COVID-19 through an antigen test three times per week, on separate days.

General Visitors visiting Grace or Faith Manor will be tested for COVID-19 through an antigen test each time prior to entering the Manors.

Visitors and Caregivers must wait for their results prior to going to a home area. Staff must get tested within hour of the start of their shift prior to providing resident care.

Residents returning from absences

- Grace and Faith Manor will no longer test or isolate residents upon return from an absence unless the resident does not pass screening (for example, has COVID-19 symptoms).
- Residents returning from an absence will be actively screened by Faith or Grace Manor staff using the Ministry of Health's COVID-19 Screening Tool as soon as operationally feasible upon return to the home but is not required to be done prior to entry.
- Any resident who does not pass screening (for example, is symptomatic) will be permitted entry but isolated on Additional Precautions and tested for COVID-19 as per current guidelines.

Masks

- Masks continue to be required for all staff, as well as for visitors and others who enter the Manors.
- Masks are no longer required when visitors or caregivers are alone with a resident in their room.
- Recognizing that long-term care residents miss seeing the faces of their loved ones, caregivers and visitors are encouraged to wear masks when they are alone with a resident in their room, but can be removed when in the room. For families visiting LTC residents living in shared rooms, close the curtains between beds prior to removal of the mask.
- Removal of masks for the purposes of eating is restricted to a resident's room.

Physical Distancing

- Physical Distancing continues to be encouraged and residents continue to be urged to avoid situations like crowded places where COVID-19 can spread more easily.
- As much as possible, Grace and Faith Manors will continue to adjust activities to optimize and support physical distancing (PDF) (a minimum of two metres or six feet). This will also enable homes to adapt to enhanced precautions (for example, outbreak situations) as appropriate.

In general, everyone is encouraged to avoid situations where COVID-19 can spread more easily:

- Crowded places with many people nearby
- Close-contact settings
- Confined and enclosed spaces with poor ventilation

Visitor Policy

- Grace and Faith Manor have their visitor policy posted on the Resident / Family Board. This policy evolved and changed during the pandemic. The policy will be updated to reflect that the provincially set limit of 4 visitors (including caregivers) per resident at a time for indoor visits has now been removed.
- There are no ministry limits on the number of visitors (including caregivers) that a resident may visit with at a time for indoor or outdoor visits. However, Faith and Grace Manor may limit the number of visitors based on their available spaces and in accordance with applicable guidance and laws, including requirements under the Fixing Long-Term Care Act, 2021 and regulation.

Vaccination Policy

- The current staff and designated caregiver vaccination policy remains – no changes.
- Vaccination requirements do not apply to residents. Faith and Grace Manor cannot deny the admission of a resident due to their vaccination status.
- Everyone entering the Manors are strongly encouraged to stay “up to date” with Covid-19 vaccinations. Definition: “up-to-date” with COVID-19 vaccines means having completed the primary series and received a COVID-19 vaccine within the last 6 months.

Education

- Education materials including live videos on handwashing, respiratory etiquette, physical distancing, IPAC practices and proper use of PPE are available upon entry into the Manor.

- Please take the time to be familiar with this information to keep yourself and our residents safe.

Signage

- Every person entering the Manors must read the signage at the entrances each time prior to entry and will also serve as a visual reminder not to enter if symptomatic.
- This signage posted at entrances and throughout the home lists the signs and symptoms of COVID-19, for self-monitoring and steps that must be taken if COVID-19 is suspected or confirmed in any individual.

Failure to Comply

Each of us have a responsibility to follow the above protocols to keep our residents and staff safe. Any non-adherence to these rules could be the basis for discontinuation of visits at the discretion of Faith and/or Grace Manor's Administrator, and / or lead to disciplinary action for staff.

For more information

1. If you have any questions regarding our IPAC policies, please speak to your IPAC Lead:

Nisha Pandey, Grace Manor ext. #5306

Romayne Manners, Faith Manor ext. #5360

2. If you require an exemption or an accommodation to any of the above requirements, please speak to your Administrator:

Aleksandra Grzeszczuk, Faith Manor ext. #5356

Justine Dudziak, Grace Manor ext. #5255

Important Note: The above can change at any time should Ministry of Health directives change and/or when directed by our local public health unit, during outbreaks in the home or when isolating.