



Matthew Kiamie  
Board Chairman

The Institutes of Applied Human Dynamics, Inc.  
*Embracing Families, Enriching Lives*

Omayra Andino  
Chief Executive Officer

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## **VISITING GUIDELINES**

(Based on OPWDD guidance published on 01/4/2022)

IAHD understands how difficult and disruptive the temporary suspension of visits to people living in certified settings due to the COVID-19 Pandemic has been to both people we support as well as their families and loved ones.

In order to ensure consistent contact with family and friends IAHD continues to encourage phone calls, video calls and face timing. IAHD is providing tablets that can be used to facilitate video calls.

Taking into account the guidance received from OPWDD around safe visitation we are putting the following guidelines in place in order to allow for safe visits for families and their loved ones.

- Each visit needs to be scheduled in advance with the house manager and will be limited to two family members at a time.
- Visitors need to sanitize their hands upon arrival, hand sanitizer will be provided by IAHD at the entrance.
- Visitors will be asked to undergo a health check including temperature upon arrival and will need to complete the COVID 19 Screening Checklist for Visitors. This screening form will also be used as a daily log to document all visitors, as well as their contact information and the area of where the visit occurred.
- If a visitor does not pass the health check process and/or does not wear the required PPE they will not be allowed to visit and the staff at the residence will immediately inform the area coordinator and/or administrator on call (if the area coordinator cannot be reached).
- Visitors will be required to show proof that they are fully vaccinated, as well as proof of a negative Covid-19 taken within the previous 24 hours.
- During the time of scheduling, the house manager will inform the prospective visitor whether there are any positive or suspected cases of COVID-19 in the house and also discuss potential risks of visiting, however identifying information must not be provided. Visitation must not occur with any individuals who are currently in mandatory quarantine or isolation.



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- Visits shall be staggered so as not to have multiple families visiting in a shared space at one time and to ensure adequate time to clean any common areas or high touch surfaces between visits.
- Visiting family members must be 18 years of age or older and need to wear a face mask during the entirety of the visit. If someone shows up without the required PPE, IAHD will provide a mask to the visitor(s) – if a visitor refuses to wear a face mask, they will not be able to meet with their family member and will need to leave the premises.
- Visitation is encouraged to occur outdoors if weather permits, with masks worn by all parties when social distancing cannot be maintained.
- Visitation exercised inside the facility shall only occur in a designated area where disinfection, social distancing, and separation from other residents can be safely implemented.
- Visits may occur in single bedrooms, ideally. Visitors must remain in the resident's room throughout the visit except when directed by staff to leave.
- Visits will be scheduled between 10 am and 7pm daily.
- Visits are limited to 60 minutes each day.
- The person receiving support from IAHD will be encouraged to also wear a face mask as tolerated during the visit. If a person is unable to tolerate wearing a facemask, their family should be informed of that before the visit.
- IAHD staff will sanitize the area where the visit occurred after the visit is over, following IAHD's sanitization guidelines.
- IAHD staff will inform everyone living in a residence of visitors in advance and will continue to educate everyone on the importance of spatial distancing and not touching others.



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### **Guidelines for Scheduling Visits:**

1. Visits are to be scheduled with the Manager or Assistant Manager.
2. Families upon scheduling of the visit must be notified as to whether there is a person who is presumptive positive or positive residing within the residence (personally identifying information such as name are not to be provided).
3. Scheduled visit is to be logged on the family visit schedule.
4. Schedule is to be posted in an accessible and visible area to all staff
5. All staff and individuals are to be made aware of the visit.
6. On shifts between 10 am- 7pm there is to be a staff designated as in charge of screening visitors.
7. Staff are to be trained in the visitors protocol and visitor health assessment.
8. Staff are to be trained in how to handle upset visitors and have on hand the management contact numbers they are to use to address any situations that may arise.
9. Staff logs and health checks are to be filed in a visitor log on a daily basis this visitor log is to be maintained in the manager's office.
10. Weekly checks of the visitors log is conducted by the area coordinator.

### **Considerations before scheduling a visit should include and be discussed with the family:**

- Will a visit under these guidelines be too stressful for the person receiving support?
- Does the residence have the appropriate outdoor space to meet the guidelines above?
- Will the person receiving support be able to tolerate wearing a face mask?
- Is the weather conducive to an outdoor visit?