

SAINT JOSEPH VILLA  
POLICIES AND PROCEDURES

# COVID-19 REOPENING

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**Policy:**

It is the policy of Saint Joseph Villa to ensure that the prerequisites and the requirements for reopening process are met when entering the Steps of reopening after COVID-19 restrictions.

Once the requirements are met using the *Implementation Plan for Reopening Guidance for Skilled Nursing Facilities during COVID-19*, Saint Joseph Villa will make the information available to all residents, families, advocates such as the Ombudsman and the Department of Health upon request. Saint Joseph Villa will post the Implementation Plan and Visitation on our website.

Saint Joseph Villa will ensure that there is adequate PPE for all staff, and that staffing levels are adequate based on census and resident acuity/needs. Saint Joseph Villa has the ability to complete COVID-19 testing for all residents, staff and volunteers within 24 hours.

**Procedure/ Reopening Plan**

1. **Universal Baseline Testing:** Saint Joseph Villa has completed the Universal Baseline Testing of all residents and staff in accordance with the requirements ordered on June 8, 2020 by the PA Department of Health. Testing was completed on July 15, 2020. Laboratory testing was completed by:
  - Clarity Labs
  - Brookside Lobotomies
  - Omni Care Labs
  
2. **COVID-19 Diagnostic Testing:** Saint Joseph Villa has the ability to complete COVID-19 testing with 24 hours for all:
  - Residents that exhibit symptoms of COVID-19.
  - Residents and staff if the facility experiences an outbreak of COVID-19.
  - Staff and including any asymptomatic staff with/without symptoms of COVID-19.
  - Non-essential staff and volunteers that are currently in the facility.
  
3. **Decline Testing:** Saint Joseph Villa has a procedure to address all residents and staff that decline or are unable to be tested for COVID-19.
  
4. **Cohort or Isolate Residents Diagnosed with COVID-19:** Saint Joseph Villa has developed a plan in accordance with PA-HAN 509, all residents that are diagnosed with COVID 19 will be moved to a designated COVID-19 Unit in the facility in order to Cohort with other residents that have tested positive for COVID-19 until the completion of Transmission Based Precautions are completed within the required 14 days.
  
5. **Personal Protective Equipment:** Saint Joseph Villa will ensure that there is an existing supply of PPE on hand for all residents and staff. The Materials Management Department will report to the COVID-19 Planning Committee weekly inventory of PPE supplies.

- 6. Adequate Staffing:** Saint Joseph Villa will ensure that there is adequate staffing to meet the daily regulatory requirements. The facility will utilize the service of a professional nurse agency for any open shifts that are unfilled by facility staff.
- 7. Screening for COVID-19**
- New admissions will be screened prior to admission for respiratory symptoms (fever, cough, shortness of breath, etc...) Any potential admission exhibiting symptoms will be discussed with the DON/Medical Director to determine if admission is appropriate and also to determine most appropriate placement within the community. New admissions will also be screened for travel history and potential exposure to persons who traveled or may have been exposed to the virus.
  - All new admissions are placed in Isolation Contact/Droplet precautions for 14 days post admission and will be monitored for signs and symptoms of COVID-19.
- 8. Screening Protocol for Staff—all staff are screened at entrance at beginning of shift.**
- If an employee is ill or becomes ill during their shift, they will be instructed to return home to notify their physician and self-isolate. The employee will be required to be retested for COVID-19.
  - All employees are required to wear surgical face masks with N95 while in the facility to minimize risk/exposure to Saint Joseph Villa residents and employees. Employees will not be allowed to wear cloth face mask.
  - Employee's readiness to return to work will be determined by the Infection Preventionist or designee utilizing the CDC's "Criteria for Return to Work for Healthcare Personnel with Confirmed or Suspected COVID-19."
- 9. Screening Protocol for Residents:** All residents are screened daily for symptoms of COVID-19. The temperature, pulse ox, heart rate, myalgia, fatigue, headache, sore throat, cough, chills, rhinorrhea and diarrhea. If a resident is ill or becomes ill during the shift, the nursing staff will place the resident and roommate of resident on isolation precautions, a COVID-19 test will be obtained within 24 hours.
- 10. Visitation:** All visitors are screened at the main entrance and temperature taken. If the visitor does not pass the screening process, they may not visit. All visitors must wear masks and alcohol-based hand sanitizer will be provided at point of entry and exit.
- Visitors will be scheduled by the Household Coordinator/Community Life staff
  - Visitation is allowed in (7) Neutral Zones as designated
    1. Front Entrance Seating to Facility (Left)
    2. Front Entrance Seating to Facility (Right)
    3. Front Entrance Gazebo
    4. Fish Pond Patio Area
    5. Main Patio Area
    6. Tent (designated Parking Area)
    7. Facility Auditorium (1<sup>st</sup> flr) – inclement weather ONLY
  - Only residents who have been unexposed to COVID-19 may receive visitors, or those residents that have recovered from COVID-19 by evidence of two negative test results thereafter.
  - The visitation space is maintained and clearly marked with a defined six-foot distance between the resident and visitor
  - Visitation space is wiped down after each visit with an approved EPA registered disinfectant

- Visitation is prioritized for residents with diseases that cause progressive decline (Dementia, Alzheimer’s Disease) and those residents who express feelings of loneliness
- Visitation is permitted in the resident’s room if the resident is unable to be transported to an outside location/designated area
- Children are permitted to visit when accompanied by an adult visitor and in keeping with visitor limitations. Children must adhere to social distancing, be managed by their accompanying adult visitor and children older than 2 years of age must wear a mask
- End of Life/Compassionate Care visits will continue
- Home health and hospice services offered by licensed providers will continue as ordered and needed.
- Resident interaction with service personnel (e.g. plumbers, electricians, etc.) will be minimized
- Cross-over visitation from Convent living to Skilled Nursing Floor (SNF) is only permitted if there is no new outbreak of COVID-19 in which the cross-over visitor resides.

### **11. Staff Education**

- Staff will be educated on COVID-19 (symptoms, transmission, etc...) infection control practices, HR policies related to missed work, PPE requirements, cleaning and disinfecting of environmental services and resident care equipment on an ongoing basis by their department head as instructed by the Infection Preventionist.
- COVID Planning Team will meet daily to discuss updates, progress and planning.
- Continued monitoring of “zones”- if Montgomery County is reverted to the Red Phase the facility will halt all reopening for its communities and revert to a Red Phase of the Governor’s Reopening Plan.

### **12. Dining Services**

- Communal dining is limited to residents not exposed to COVID -19. Those residents may eat in the same room with social distancing, defined as limited to the number of people at tables and spaced at least six (6) feet apart.
- Identify high-risk choking residents and those at-risk for aspiration who may cough, creating droplets, and those residents who are at risk of falls or injury if left unattended in their room.
  - If it is not possible for meals to be provided in their rooms for these residents, then they will be placed at least six (6) feet or more apart from one another in a common area for dining.
  - Staggered dining times will be utilized as needed to ensure social distancing is maintained during meal times.
  - Appropriate precautions will be taken by staff including eye protection and gowns, for residents at high risk for coughing, choking or aspiration.
  - Employees who are providing assistance for more than one resident simultaneously must perform hand hygiene with at least hand sanitizer each time when switching assistance between residents.
  - Residents with fever or respiratory symptoms will not be permitted to eat in common areas; even where social distancing protocols are followed.

### 13. Communal Activities

- Communal activities may be conducted with five or less residents in Step 1 and ten or less residents in Step 2.
- Only residents who are unexposed to COVID-19 may participate in group activities, or those residents that recovered from COVID-19 by evidence of two negative test results thereafter.
- Social distancing protocols will be followed during activities that take place on the households including hand hygiene and universal mask wearing
- Residents with fever or respiratory symptoms will not be permitted to engage in activities; even where social distancing protocols are followed.
- No activities will include the preparation of food and there will be no shared bowls of food or containers of beverages; if snacks are served, they will be individually wrapped and beverages will be poured and served by staff.
- No games will take place where cards or game pieces would be passed between residents.
- There will be no group singing activities.
- No group outings/trips will occur at this time.

**14. Non Essential Personnel:** will be allowed to return to work if necessary by the facility, they will need to follow the same guidance with screening and any other additional precautions including social distancing, hand hygiene and universal masking.

**15. Volunteers:** will be allowed to return to the facility for the purpose of assisting with visitation protocols, they will need to follow the same guidance with screening and any other additional precautions including social distancing, hand hygiene, and universal masking.

**16. New Facility Onset of COVID-19 Cases:** If a Resident or Staff member contracts COVID-19 during these steps of reopening, the facility will be deemed to have a new facility onset of COVID-19 and will need to cease reopening for a period of 14 days. After the 14 day period, if there is no new facility onset of COVID-19 cases, the facility may reinitiate reopening. If our county (Montgomery) moves back into the Red Phase, our facility will return to the guidance provided by the Department of Health in relation to all visitors, dining and activities.

### References:

PA DOH Interim Guidance for SNF during COVID-19  
CMS Reopening FAQ  
CMS Reopening Memo