

# *Ella Besaw Center*

Community Based Residential Facility

N8476 MohHeConNuck Rd.

PO Box 70

Bowler, WI 54416

Residents (715)793-4537

Staff (715)793-4530

06/10/2020

Dear Family and Friends,

The attached procedure will be followed at the Ella Besaw Center regarding visitors coming in and residents leaving during the COVID-19 (virus) pandemic. We know it has been very difficult not being able to see your loved one(s) during this time. Please understand that these procedures are in place to protect them, as the elderly have been identified as a high-risk population for having serious complications, if ever infected with the COVID-19 virus. Because the virus is very contagious and people who are infected may not know they have it for several days before having symptoms, we have to think about the health and well-being of all of our residents' when deciding if it is safe to go back out in the community and let visitors back in the facility. If a resident leaves the facility and are exposed to someone else with the virus and then returns, all the residents' and staff will then be at-risk of being infected with the virus. Please understand that while your loved one may be willing to take the risk of exposure as an individual, they will also be taking that risk for all residents if they choose to leave and return to the facility.

We understand this is very difficult for the residents and families. We will continue to make every effort possible to keep you in touch. Please continue to call, write letters, send cards and/or connect with them by video chat. We will do our best to help. Thank you so much for your patience and understanding.

Sincerely,

Jayci Malone, RN BSN  
Ella Besaw Center Manager

*"Your Home Away From Home"*

## Window and Patio Visits During a Pandemic

### **1. Purpose**

---

To provide much needed family presence for our residents while maintaining safety and supporting residents, families and staff.

### **2. Scope**

---

All Ella Besaw Center residents, staff and resident families and friends.

### **3. Prerequisites**

---

No widespread active community transmission.

Personal protective equipment and hand sanitizer must be in adequate supply and readily available to the center.

Staffing must be adequate to responsibly manager family presence.

### **4. Responsibilities**

---

Families will call the center and schedule an appointment for a window or patio visit. Staff will explain the process to the visitor so they know what to expect when they arrive.

The Nurse Manager will assess the need for restrictions to family presence based on current factual evidence and continually reassess as conditions evolve.

### **5. Procedure**

---

1. Visits will be scheduled on Tuesdays, Thursday and Saturdays from 1:30 to 4:30 PM by appointment only, weather permitting.
2. Staff will provide visitors with the screening questionnaire, copy of the procedure and perform a temperature check.
3. Staff will instruct visitors to apply their face mask before exiting their vehicle. Masks will be provided if needed when supplies are adequate.
4. Staff will instruct visitors to apply hand sanitizer for at least 20 seconds and direct them to the visitation area.
5. Anyone with a temperature above 99 degrees Fahrenheit and/or who have answered yes to any of the health screening questions will have their appointment cancelled.
6. Staff will apply a face mask to the resident and escort them to the area where the visit will take place.
7. The resident and visitor will both be instructed to practice social distancing and the visitation area will be set up to accommodate this.
8. Visitors will not be allowed to enter the facility at any time.
9. If a visitor or resident is found not to be wearing their face mask the visit will be ended.
10. If a safety issue arises and staff are no longer able to manager family presence the visit will be cancelled.
11. When the visit is over the resident will be asked to apply hand sanitizer for at least 20 seconds before returning to the building.

### **6. References**

---

Planetree.Org: Guideline for Preserving Family Presence in Challenging Times, 05/28/20  
Center for Disease Control

**7. Definitions**

Social distancing, also called “physical distancing,” means keeping space between yourself and other people outside of your home. To practice social or physical distancing:

- Stay at least 6 feet (about 2 arms’ length) from other people
- Do not gather in groups
- Stay out of crowded places and avoid mass gatherings

Screening Questionnaire:

Visitor Name: \_\_\_\_\_ Date of Visit: \_\_\_\_\_

Resident Visiting: \_\_\_\_\_

1. Do you have new/worsening cough? Yes No
2. Do you have new/worsening shortness of breath? Yes No
3. Do you have a sore throat? Yes No
4. Do you have any unexplainable muscle pain? Yes No
5. Have you had any loss of taste or smell? Yes No
6. Any contact with a person who has COVID-19 or is suspected? Yes No
7. Temperature reading: \_\_\_\_\_

By signing below I verify that I have read the procedure for Window/Patio Visits at the Ella Besaw Center and I agree to follow the procedure during the entire length of my visit. I understand that the visit will be ended immediately if I am observed not following the safety rules and/or staff is no longer able to manage the visit. I also agree to notify the staff of the Ella Besaw Center if I start to develop any symptoms or, test positive for COVID-19 within 14 days of my visit.

\_\_\_\_\_  
Visitor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Witness

\_\_\_\_\_  
Date