



Ashley Manor

EST. 1996

Ashley Manor Reopening Phases

The Vice President will determine the Phase for each facility based on current COVID-19 data. Facilities may not move to a less restrictive phase until they are able to meet all of the requirements of the next phase and COVID-19 data for the facility area must be trending downward.

Phase 1

- Facility entry is restricted to essential visitors/staff only. Essential individuals include: facility staff and prospective staff seeking employment, outside medical personnel, emergency responders including EMS, Fire, and Police, vendors (only when access to facility is required), adult protective services staff (only when engaged in an active adult abuse investigation), licensing/survey staff, long term care ombudsman, legal guardians, friends/family members visiting during end of life stages. Facilities can provide alternative methods for visitation such as video conferencing.
- All staff, visitors (end of life situations only), and outside essential workers (see above for definition) wear a facemask and appropriate PPE when interacting with residents.
- 100% screening of all persons entering the facility and all staff at the beginning of each shift. Including temperature checks, questionnaire about symptoms, and observations of any signs or symptoms.
- 100% daily screening of all residents. Including temperature and COVID-19 symptoms.
- No non-medically necessary trips outside the building. Residents that are taken out of the building for non-medical reasons must have approval from the Vice President to return to the facility. Use of good hand hygiene and 14 days isolation when returning.
- For medically necessary trips away from the facility – resident should wear a facemask while away from the facility and use good hand hygiene when returning.
- Communal dining with 6 feet social distancing only.
- Restrict resident group activities and follow 6 feet social distancing.

Phase 2

- Entry to facility same as Phase 1, but allow non-essential healthcare workers into the facility as determined necessary by the administrator. Also, begin to allow restricted (visitor outside of building in a designated area near window/resident inside of building) resident family member visits with the following protocols:
- Visitors need to call the facility to make an appointment to visit a resident at least 72 hours prior to visit.
- Appointments can be cancelled by facility staff at any time if a need occurs.
- No visitors under 18 at this time.
- Only one visitor at a time.
- Visitors should not stay for more than 30 minutes and preferably not during meal times.
- Resident family visitor supplies their mask and keeps it on during the visit.
- 100% screening of all persons entering the facility and all staff at the beginning of each shift. Including temperature checks, questionnaire, and observe for symptoms.
- 100% daily screening for all residents. Including temperature and COVID-19 symptoms.
- Communal dining with social distancing only.
- Resident group activities with social distancing only.
- No non-medically necessary trips outside the building. Residents that are taken out of the building for non-medical reasons must have approval from the Vice President to return to the facility. Use good hand hygiene and 14 days isolation when returning.
- Idaho: Can't move to Phase 3 until 28 days after last positive and all employees and staff have tested for COVID-19.

Phase 3

- Allow Phase 1 and 2 and begin outdoor in-person resident family member visitation (only if no symptoms and no positive cases in the facility) with the following rules:
 - o If a resident family member/visitor violates the rules they will not be able to come back to the facility and/or the resident could be given an immediate eviction notice.
 - o Idaho requires zero COVID-19 positive cases among residents or staff within the previous 28 days.

- o Colorado requires the outside visits to be on the front porch only and visitor must provide name, phone number, and relation to resident.
 - o The resident family visitor may be required to provide a negative COVID-19 test.
 - o The visitor must be greeted outside at a designated area by facility staff.
 - o Perform temperature check and symptom screening. Visitors with symptoms in the previous 14 days will not be allowed to visit.
 - o Ensure the visitor, staff, and resident has a facemask and is wearing it appropriately.
 - o Collect and verify name and contact information of the visitor for the purposes of contact tracing.
 - o Escort the visitor to the designated outdoor visiting area.
 - o Supervise the visit to make sure social distancing rules are followed.
 - o Escort the visitor out of the designated visiting area at the conclusion of the visit through the same path they arrived.
 - o The resident must have been screened on the day of the scheduled visit, prior to the visit occurring.
 - o Only one outdoor visitor at a time.
 - o Furniture used for external visits should be appropriately disinfected between visits.
- Communal dining with social distancing only.
 - Group activities and medically necessary trips allowed. Use of facemask, good hand hygiene, and social distancing.
 - 100% screening of all persons entering the facility and all staff at the beginning of each shift. Including temperature checks, questionnaire about symptoms, and observations of any signs or symptoms.
 - No non-medically necessary trips outside the building. Residents that are taken out of the building for non-medical reasons must have approval from the Vice President to return to the facility. Use of good hand hygiene and 14 days isolation when returning.

Phase 4

- Move into Stage 4 after vaccine has been created and COVID-19 data is trending downward..

- Allow Phase 1, 2, and 3 visitors, and begin to allow resident family member visits inside of the building with the following protocols:
 - o Visitors must prove they have been vaccinated for COVID-19.
 - o Visitors must supply their own mask.
 - o No visitors under 18 years old at this time.
 - o Visitors need to call the facility to make an appointment to visit a resident at least 72 hours prior to visit.
 - o Appointments can be cancelled by facility staff at any time if a need occurs.
 - o Only one visitor inside of the facility at a time.
 - o Visitors should not stay for more than 30 minutes and preferably not during meal times.
 - o Visitors shall use alcohol-based hand rub upon entry to the facility.
 - o Residents, visitors, and staff wear cloth face covering or facemask.
 - o Visitors should stay in the resident's room or outdoor area. Visitors should not be in common areas or wandering the facility.
 - o Visitors should practice social distancing – 6ft apart – from the resident and others.
 - o Visitors should minimize touching surfaces and sanitize areas they have touched.
 - o 100% screening of all persons entering the facility and all staff at the beginning of each shift: including temperature checks and questionnaire.
 - o 100% daily screening of all resident. Including temperature and COVID-19 symptoms.
 - o Move back to Phase 2 if any staff or residents test positive for COVID-19.