



Manual Name: Infection Control	Policy and Procedure Number: IPAC 4.02.00
Section: 4-Resident Care	Policy: Visitor Policy
	Procedure: Process for Visitation

PURPOSE: The purpose of this policy is to ensure a safe environment that adheres to provincially mandated protocols regarding resident visits. This policy outlines the procedures for implementing visits.

Every resident has the right to communicate in confidence, receive visitors of their choice and consult in private with any person without interference. – Fixing Long Term Care Act, 2021, s.3(1) ss.3.

POLICY:

Visiting a resident in the home is permitted 24 hours a day, seven days a week unless otherwise directed by the Ministry of Long-Term Care.

Visitors must comply with all applicable laws including any directives, orders, guidance, advice or recommendations issued by the Chief Medical Officer of Health or a medical officer of health appointed under the *Health Protection and Promotion Act*.

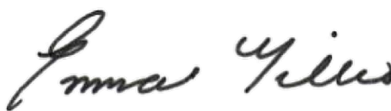
Visitors are welcome in all common areas of the home. Visitors are asked to respect the privacy and comfort of resident space. Where capacity is limited, or a communal area has been assigned for a special event, a visitor may be asked to refrain from using a common area.

In the event of an outbreak of a communicable disease or an outbreak of a disease of public health significance, an epidemic or a pandemic, additional visitor restrictions may be required and will be posted on the Glebe Centre's website (<https://www.glebecentre.ca>), via email notification and throughout the home.

DEFINITIONS:

Essential Visitor: A support worker who visits a home to provide support to the critical operations of the home or to provide essential services to residents, a person visiting an unwell resident for compassionate reasons including, but not limited to, hospice services or end-of-life care, or a Government Inspector with a statutory right to enter a long-term care home to carry out their duties.

Caregiver: An individual who is a family member or friend of a resident or a person of importance to a

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resident, provides one or more forms of support or assistance to meet the resident's needs, including direct physical support, such as activities of daily living, or social, spiritual, or emotional support, whether on a paid or unpaid basis. Is designated by the resident or the resident's substitute decision-maker with authority to give that designation, if any, and in the case of an individual under 16 years of age, has approval from a parent or legal guardian to be designated as a caregiver.

General Visitor: A person who is not an essential visitor and is visiting to provide nonessential services related to either the operations of the home or a particular resident or group of residents. General visitors include those persons visiting for social reasons as well as visitors providing non-essential services such as personal care services, entertainment, or individuals touring the home.

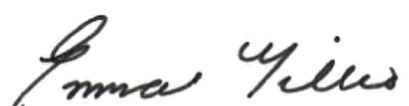
Additional Precautions: These precautions (i.e., Contact Precautions, Droplet Precautions, and Airborne Precautions) are carried out in addition to Routine Practices when infections caused by organisms transmitted by these routes are suspected or diagnosed. They include the physical separation of infected or colonized residents from other individuals and the use of Personal Protective Equipment (PPE) (e.g., gowns, gloves, masks, eye protection) to prevent or limit the transmission of the infectious agent from colonized or infected individuals to those who are susceptible to infection or to those who may transmit the agent to others

Designation of a caregiver: Residents or their substitute decision maker must complete and then submit the Caregiver Designation form, on admission. Each caregiver must sign an attestation that they have reviewed the mandatory training and are familiar with the guidelines for hand washing and PPE.

The approval from a parent or legal guardian is required to permit persons under 16 years of age to be designated as a caregiver. The name and contact information of all designated caregivers is included in the resident's electronic health record. All designated caregivers receive a code upon admission to enter the building or unit.

PROCEDURES:

All visitors must sign in at the main reception when entering and exiting the home. These logs will be maintained for 30 days and include all required information as per O. Reg 246/22.

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All visitors to the Glebe Centre will follow public health measures i.e., self-screening, physical distancing, enhanced hand hygiene, and masking, as shared through Glebe Centre policies and communication.

Visiting Hours

For security purposes, the main entrance is locked from 4:00 p.m. to 8:00 a.m. During these hours, visitors may request access by using the doorbell located at the front entrance or by entering the access code provided by The Glebe Centre.

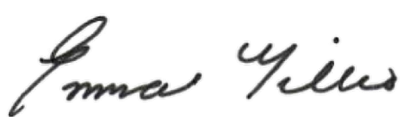
We encourage visitors to limit visits to regular hours from 0700 a.m. – 09:00 pm to help residents maintain their daily routines and to ensure that everyone can enjoy meaningful time with friends and family. All visitors are asked to keep noise to a minimum, recognizing that other residents may be resting or sleeping.

Screening

All visitors must self-screen for signs and symptoms of illness or infection before entering the home, using the screening signage posted at the entrance.

To protect the health and safety of residents, staff, caregivers, and visitors, individuals who are feeling unwell or who have symptoms of communicable illness, including COVID-19 or influenza, should not enter the home. Visitors attending to an end-of-life resident while experiencing symptoms must follow the direction of the home and wear the required Personal Protective Equipment (PPE).

- All visitors are strongly encouraged to wear a mask while indoors in the home.
- Caregivers and visitors may be required to wear a mask during respiratory outbreaks or when visiting a resident who is on additional precautions or isolation.
- Personal Protective Equipment (PPE) may be required for caregivers and visitors when visiting residents on isolation or additional precautions.
- The home will provide required PPE, including masks, gloves, and gowns, and will provide instruction regarding appropriate use.

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Scent Free: The Glebe Centre has a scent-free policy and procedure that applies to everyone entering the home.

Smoking: Smoking is not permitted anywhere inside and outside the Glebe Centre property.

Infection Prevention and Control: All visitors should review education specific to Infection Prevention and Control.

[Just Clean Your Hands Videos | Public Health Ontario](#)

[Putting on Full Personal Protective Equipment | Public Health Ontario](#) [Taking off Full Personal Protective Equipment | Public Health Ontario](#)

Safe and Healthy Environment: The Glebe Centre is committed to a safe and healthy work and living environment and does not tolerate any type of violence, harassment and discrimination within the long-term care home or at any Glebe Centre-related activities.

Non-Compliance with Visiting Rules: Failure to comply with visitor policy and procedure may result in the suspension or loss of visiting privileges.

APPLICABILITY: This policy and procedure are specific to the Long-Term Care Home and apply to all visitors entering the home.

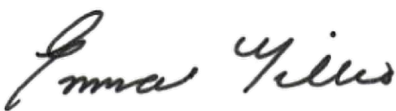
REVIEW OF POLICY: Annually by the Director of Care and Manager of IPAC.

REFERENCE:

Fixing Long-Term Care Home Act, 2021 and Regulation 246/22.

The Glebe Centre Policy and Procedures:

- HR 8.07.00 Fragrance Free Environment
- HR 6.01.00 HR Violence and Harassment (Workplace Safety)

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