

**Helen Purcell**  
**Policies and Procedures**

Department: ALL

Subject: COVID-19 Volunteer Policy

Date: 3/4/22

**COVID-19 Volunteer Policy**

It is the policy of the Helen Purcell Home to strive to minimize and/or prevent the spread of the Coronavirus (COVID-19) through our facility, while letting family and friends visit their loved ones. Helen Purcell is following the policies of the Ohio Department of Health, and the recommendations of the Muskingum County Department of Health, the Center for Disease Control, and our Medical Director as they relate to Residential Care Facilities.

**The following procedures are to be followed:**

1. All volunteers must be scheduled through Life Enrichment. Please contact Donna Nash, Life Enrichment Director at 740-453-1745 ext. 103.
2. All volunteers must show proof of vaccination upon entering the building.
3. All volunteers in group must be able to facilitate social distancing.
4. All volunteers must wear face covering while in building the exception would be while performing.
5. All volunteers will be screened for the following symptoms:
  - Fever 100.4 or greater (Fever can be measured or subjective)
  - Cough worsening from baseline or new
  - Shortness of breath worsening from baseline or new
  - Chills/Shaking or new
  - Sore throat worsening from baseline or new
  - Muscle aches/headache
  - Loss of taste or smell
  - Nausea/Vomiting, Diarrhea
  - Congestion/runny noseAny time, any of the above symptoms are present volunteers will be rescheduled.
6. Volunteers will enter the building using the Olive Street entrance.
7. Contact logs of all visitors will be maintained according to state and federal retention requirements, to facilitate contact tracing.
8. Residents and volunteers should have a contact-free visit.
9. A resident who is COVID-19 positive or suspected of COVID-19 and who is in quarantine may not participate in volunteer visits.
10. Hand sanitizer shall be made available to visitors and residents for use before, after and during the visit.

**\*\*\*THIS POLICY IS SUBJECT TO CHANGE\*\*\***

11. Surfaces in the volunteer area will be sanitized according to CDC guidelines between visits. This includes seating, tabletops, restroom, and any other surfaces likely to be touched during the visit.
12. Failure to comply with these policies could result in future volunteer requests being disallowed for the non-compliant individuals.
13. A restroom will be available for volunteer use.
14. volunteers shall be notified about potential for COVID-19 exposure in the facility, and shall adhere to the core principles of COVID-19 infection prevention, including effective hand hygiene and use of surgical/procedure masks.
15. Masks requirement will be based on nature of event.

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