

Hello Perspective Essential Caregivers –

Crest View is happy to rollout Essential Caregiver visits across all communities, starting on Monday, August 10th. However, prior to being named an Essential Caregiver, certain steps must be taken prior to being able to schedule these caregiving visits.

1. If you are interested in becoming an Essential Caregiver, you must contact the Campus Administrator of your respective campus (Julia Biehn – jbiehn@crestviewcares.org for Columbia Heights OR Holly Stange – hstange@crestviewcares.org for Blaine) and state your intent to be added to the Essential Caregiver roster.
2. You must read and sign the Essential Caregiver Acknowledgment Form located on our website at www.crestviewcares.org, and send a scanned or original copy to your respective Campus Administrator.
3. Once these items have been received, you will need to call your respective campus main desk number (763-762-8420 for Blaine OR 763-782-1611 for Columbia Heights) between the hours of 8am – 6pm to schedule your essential caregiver visit.
 - a. Please keep in mind that all Essential Caregiver visits must be scheduled 24-hours in advance.
 - b. Although each resident may designate multiple Essential Caregivers, only 1 caregiver may visit per day.
 - c. Each Essential Caregiver visit may last up to 1 hour in duration, and will only be able to be scheduled on the hour (i.e. 1:00pm, 2:00pm, 3:00pm, etc.). We will not be able to accommodate visits outside of these timeframes (i.e. an 11:45am visit).
 - d. All visits will only be able to be scheduled during typical Reception office hours. These may vary from site to site.
 - e. If your visit is primarily requested for social reasons, we ask that you please utilize our Outdoor Visitor Program, rather than the Essential Caregiver program.
4. On the day of your pre-scheduled Essential Caregiver visit, you will need to be wearing appropriate PPE, including a face mask and eye protection. You will then have your temperature taken by facility staff and be required to sign a daily health screening attestation form.
5. All Essential Caregivers will be required to follow the guidelines set in the signed Essential Caregiver Acknowledgement Form, AND any further instruction received by the facility staff during the visit. If infection prevention and safety protocols are not followed, one warning will be issued prior to all future Essential Caregiver visits being prohibited.

We thank you for your understanding as we continue to do all we can to protect the health and safety of the people we serve at Crest View Senior Communities.

CREST VIEW SENIOR COMMUNITIES
RESIDENT ACKNOWLEDGMENT OF RISKS AND PROCEDURES
RELATING TO ESSENTIAL CAREGIVER VISITS (COVID-19)

Older adults and those with respiratory conditions are especially vulnerable to the serious consequences of COVID-19. Like you, we at Crest View Senior Communities consider the health and safety of those living in our communities to be our top priority. As COVID-19 continues to spread in Minnesota, we will continue to follow guidance provided to long-term care providers by the Centers for Disease Control & Prevention (CDC), the Centers for Medicare and Medicaid Services (CMS), and the Minnesota Department of Health (MDH).

While current MDH guidelines do not allow us to re-open our communities to general visitation, MDH guidance does allow designation of essential caregivers, in appropriate cases, who may visit indoors in order to provide care or services, as long as safety precautions are followed.

Visits to an older adult or a person with respiratory conditions may put that person at risk for serious and life-threatening infection. The CDC reports that ill visitors and healthcare personnel are the most likely sources of introduction of COVID-19 into a facility, and that infected persons can pass along the virus without even exhibiting symptoms of the virus themselves. However, we also recognize the positive impact that essential caregiver visits can have, and we believe we can successfully implement an essential caregiver program, if you and your designated essential caregiver follow our policies, procedures and instructions.

At this time, we continue to limit visitors inside our doors to all but essential healthcare personnel, compassionate care visitors, and designated essential caregivers. This policy is based on the current guidance from the CDC, CMS and MDH. We will refine and update our policy as more information becomes available and as guidelines change. If you have questions regarding our visitation policy, please contact the respective Campus Administrator for your community (Julia Biehn in Columbia Heights at jbiehn@crestviewcares.org or Holly Stange in Blaine at hstange@crestviewcares.org) or you may call the Ombudsman for Long-Term Care at 651-431-2555 or 1-800-657-3591.

I acknowledge that I have read this document and understand the risks of my decision to receive visits from my designated essential caregiver(s). I also agree to follow the procedures and instructions set forth in the acknowledgment form that my Essential Caregiver will sign (copy attached).

Resident name: _____ DATE: _____

Signature: _____

Legal Representative Designation: _____ (if signing on behalf of the resident)

Staff Instructions:

- 1. Provide the form below to the Essential Caregiver(s) for review and signature. Provide the Essential Caregiver(s) with a copy to keep for their use and reference, and provide a copy to the resident.*
- 2. Provide the Essential Caregiver with a copy of the MDH Guidance for Essential Caregivers.*

**CREST VIEW SENIOR COMMUNITIES
ESSENTIAL CAREGIVER ACKNOWLEDGMENT OF RISKS
AND PROCEDURES RELATING TO CAREGIVER VISITS (COVID-19)**

Essential Caregivers visiting Crest View Senior Communities must abide by the following procedures and instructions:

1. **Screening and Check-In Prior to Entry:** Essential Caregivers will enter through the front entrance of your respective community and participate in a check-in and screening process before proceeding into the facility. The screening process will involve having a temperature taken and answering screening questions. An Essential Caregiver cannot enter or visit with a resident if the Essential Caregiver has a temperature of 100 degrees or higher or answers yes to any of the following questions:
 - a. *Have you or anyone you live with or come in regular close contact with been sick in the last 14 days?*
 - b. *Have you recently been diagnosed with COVID-19 or been in contact with any with COVID-19 in the last 14 days?*
 - c. *Are you currently under investigation for possible COVID-19 exposure or have a pending COVID-19 test?*
 - d. *Do you currently have a cough, fever, shortness of Breath, feeling weak, or other respiratory symptoms?*
 - e. *Have you traveled out of the country in the last 14 days or out of state?*
 - f. *Do you currently work in an environment that causes you be in direct contact with exposed or confirmed COVID-19 patients?*
 - g. *You must get your temperature taken, was it at or above 100.00 degrees?*

2. **Scheduling Visits.** Essential Caregivers must schedule visits ahead of time. To schedule an Essential Caregiver visit, contact main telephone number for the Blaine (763-762-8420) or Columbia Heights (763-782-1611) campus. State your intent to schedule an Essential Caregiver visit, and you will be directed to the appropriate scheduling contact. Visits will not be scheduled when a resident is positive for COVID-19 or symptomatic or during a 14-day quarantine, including the first 14 days after admission, unless the visit falls into Crest View Senior Communities' compassionate care visitation policy. Visitation times will be available during typical business hours, seven days a week, pending the availability of facility staff to accommodate the visit. All visits will be limited to 1 hour. Although multiple people may be deemed an Essential Caregiver for an individual resident, only one essential caregiver may visit at a time.

3. **Conducting Visits.**
 - a. Visit only the resident for whom you are a designated Essential Caregiver.
 - b. Limit your visit to the room of the resident for whom you are a designated Essential Caregiver, or to another location designed by Crest View at the time of the visit, and limit your movement within the community to traveling to and from the resident's room.
 - c. Prior to entering a resident room, rub hands with alcohol-based hand rub or using the building's sanitization station.
 - d. Wear a face mask and eye protection during the entire visit, and any additional personal protective equipment as required by Crest View at the time of the visit. Crest View Senior Communities staff will educate the essential caregiver on how to don/doff necessary personal protective equipment, as needed.

- e. Practice social distancing by remaining at least 6 feet apart from staff and other residents in the community, and remain social distant from the resident you're visiting, unless you are providing physical cares.
 - f. If at any time you are observed not to be practicing safe infection prevention protocols, you may be asked to leave the community for the safety of our residents and staff.
4. **Notification of Symptoms or Exposure.** After visiting, essential caregivers should monitor for signs and symptoms of respiratory infection for at least 14 days. Essential caregivers must inform Crest View Senior Communities if they develop a fever or symptoms consistent with COVID-19 within 14 days of a visit to the resident, are aware that they have been exposed to COVID-19, or test positive for COVID-19.

I acknowledge that I have read this document and understand the risks of my decision to visit the resident for whom I am a designated essential caregiver. I agree to follow the procedures and instructions listed above and understand that Crest View Senior Communities may restrict or revoke my Essential Caregiver designation and ability to visit if I do not abide by these procedures. I also understand that Crest View Senior Communities has voluntarily chosen to allow essential caregivers and can suspend or revoke this type of visitation should it become necessary for the safety of our residents.

Essential Caregiver Name: _____ DATE: _____

Essential Caregiver Signature: _____



12016 Ulysses St NE
Blaine, MN 55434
763-762-8420 FAX 763-762-8421
www.crestviewcares.org

Essential Caregiver Education

This only needs to be completed on or before the first visit.

I have reviewed and understand the documents provided to me regarding proper PPE usage and handwashing.

Print Name

Signature

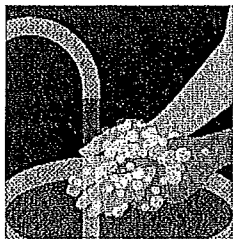
Date

BECOME PART OF A CARING COMMUNITY WITH TRADITIONAL VALUES AND AN ADVANCED PHILOSOPHY ON SERVING PEOPLE

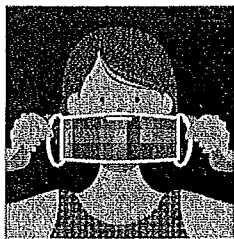
CREST VIEW SENIOR COMMUNITIES IS AN EQUAL OPPORTUNITY EMPLOYER



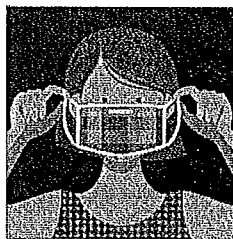
How to Safely Wear Your Mask



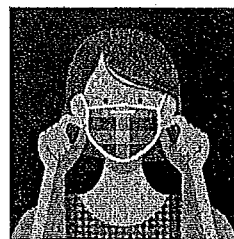
Step 1: Wash or sanitize your hands.



Step 2: Make sure the top of the mask is over your nose and the bottom is under your chin.



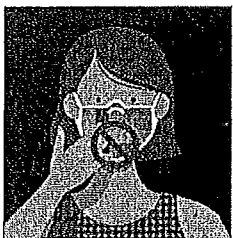
Step 3: Place the mask over your nose and mouth before you use the ear straps or tie it behind your head.



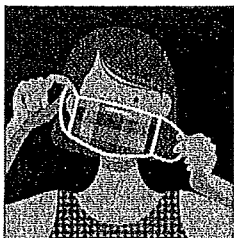
Step 4: Move the mask around so it covers nose, mouth, and chin completely.



Step 5: The tops of some masks can bend. Press your fingers on the top of the mask to make them fit tight around your nose.



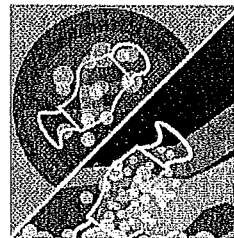
Step 6: Do not touch the mask while wearing it. Use the mask ear straps or ties if you need to make it fit better.



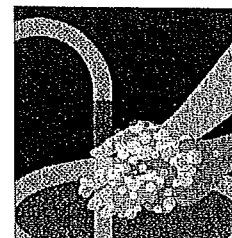
Step 7: Use the mask ear straps or ties to take it off. Do not touch the front.



Step 8: Throw away if mask is disposable.



Step 9: Wash your mask by machine or by hand before you use it again.



Step 10: Wash or sanitize your hands again.

m MINNESOTA

STAY SAFE MN

SEQUENCE FOR DONNING PERSONAL PROTECTIVE EQUIPMENT (PPE)

The type of PPE used will vary based on the level of precautions required; e.g., Standard and Contact, Droplet or Airborne Infection Isolation.

1. **GOWN**
 - Fully cover torso from neck to knees, arms to end of wrists, and wrap around the back
 - Fasten in back of neck and waist
2. **MASK OR RESPIRATOR**
 - Secure ties or elastic bands at middle of head and neck
 - Fit flexible band to nose bridge
 - Fit snug to face and below chin
 - Fit-check respirator
3. **GOGGLES OR FACE SHIELD**
 - Place over face and eyes and adjust to fit
4. **GLOVES**
 - Extend to cover wrist of isolation gown

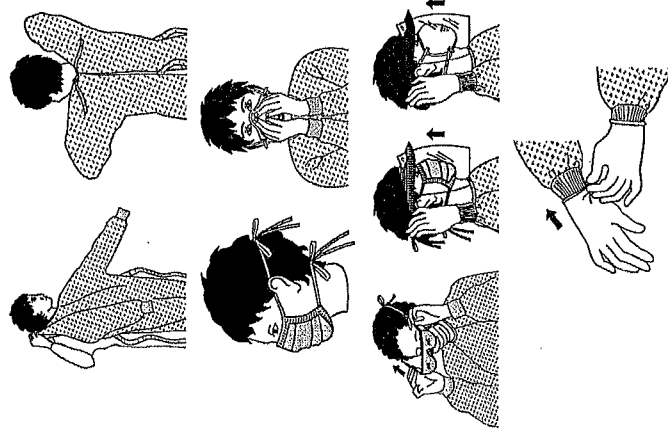


USE SAFE WORK PRACTICES TO PROTECT YOURSELF AND LIMIT THE SPREAD OF CONTAMINATION

- Keep hands away from face
- Limit surfaces touched
- Change gloves when torn or heavily contaminated
- Perform hand hygiene

SECUENCIA PARA PONERSE EL EQUIPO DE PROTECCIÓN PERSONAL (PPE)

El tipo de PPE que se debe utilizar depende del nivel de precaución que sea necesario; por ejemplo, equipo Estándar y de Contacto o de Aislamiento de infecciones transportadas por gotas o por aire.



1. **BATA**
 - Cubra con la bata todo el torso desde el cuello hasta las rodillas, los brazos hasta la muñeca y dóblela alrededor de la espalda
 - Átesela por detrás a la altura del cuello y la cintura
2. **MÁSCARA O RESPIRADOR**
 - Asegúrese los cordones o la banda elástica en la mitad de la cabeza y en el cuello
 - Ajustese la banda flexible en el puente de la nariz
 - Acomódese la en la cara y por debajo del mentón
 - Verifique el ajuste del respirador
3. **GAFAS PROTECTORAS O CARETAS**
 - Colóquese la sobre la cara y los ojos y ajústela
4. **GUANTES**
 - Extienda los guantes para que cubran la parte del puño en la bata de aislamiento

UTILICE PRÁCTICAS DE TRABAJO SEGURAS PARA PROTEGERSE USTED MISMO Y LIMITAR LA PROPAGACIÓN DE LA CONTAMINACIÓN

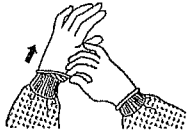
- Mantenga las manos alejadas de la cara
- Limite el contacto con superficies
- Cambie los guantes si se rompen o están demasiado contaminados
- Realice la higiene de las manos

SEQUENCE FOR REMOVING PERSONAL PROTECTIVE EQUIPMENT (PPE)

Except for respirator, remove PPE at doorway or in anteroom. Remove respirator after leaving patient room and closing door.

1. GLOVES

- Outside of gloves is contaminated!
- Grasp outside of glove with opposite gloved hand; peel off
- Hold removed glove in gloved hand
- Slide fingers of ungloved hand under remaining glove at wrist
- Peel glove off over first glove!
- Discard gloves in waste container



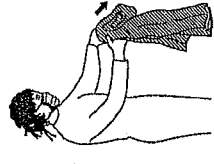
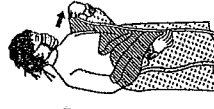
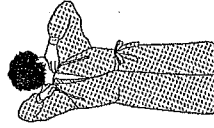
2. GOGGLES OR FACE SHIELD

- Outside of goggles or face shield is contaminated!
- To remove, handle by head band or ear pieces
- Place in designated receptacle for reprocessing or in waste container



3. GOWN

- Gown front and sleeves are contaminated!
- Unfasten ties
- Pull away from neck and shoulders, touching inside of gown only
- Turn gown inside out
- Fold or roll into a bundle and discard



4. MASK OR RESPIRATOR

- Front of mask/respirator is contaminated — DO NOT TOUCH!
- Grasp bottom, then top ties or elastics and remove
- Discard in waste container



SECUENCIA PARA QUITARSE EL EQUIPO DE PROTECCIÓN PERSONAL (PPE)

Con la excepción del respirador, quítese el PPE en la entrada de la puerta o en la antecámara. Quítese el respirador después de salir de la habitación del paciente y de cerrar la puerta.

1. GUANTES

- ¡El exterior de los guantes está contaminado!
- Agarre la parte exterior del guante con la mano opuesta en la que todavía tiene puesto el guante y quíteselo
- Sostenga el guante que se quitó con la mano enguantada
- Deslice los dedos de la mano sin guante por debajo del otro guante que no se ha quitado todavía a la altura de la muñeca
- Quítese el guante de manera que acabe cubriendo el primer guante
- Arroje los guantes en el recipiente de deshechos

2. GAFAS PROTECTORAS O CARETA

- ¡El exterior de las gafas protectoras o de la careta está contaminado!
- Para quitárselas, tómelas por la parte de la banda de la cabeza o de las piezas de las orejas
- Colóquelas en el recipiente designado para reprocessar materiales o de materiales de deshecho

3. BATA

- ¡La parte delantera de la bata y las mangas están contaminadas!
- Desate los cordones
- Tocando solamente el interior de la bata, pásela por encima del cuello y de los hombros
- Voltee la bata al revés
- Dóblela o enróllela y deséchela

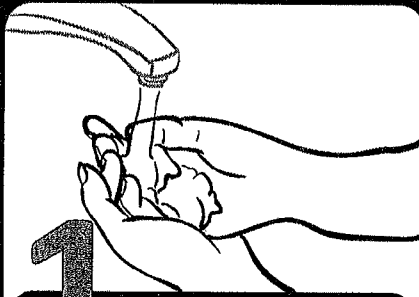
4. MÁSCARA O RESPIRADOR

- La parte delantera de la máscara o respirador está contaminada — ¡NO LA TOQUE!
- Primero agarre la parte de abajo, luego los cordones o banda elástica de arriba y por último quítese la máscara o respirador
- Arroje la en el recipiente de deshechos

PERFORM HAND HYGIENE IMMEDIATELY AFTER REMOVING ALL PPE

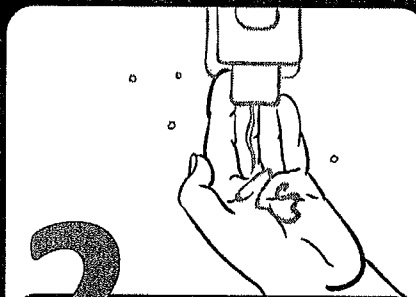
EFFECTUE LA HYGIENE DE LAS MANOS INMEDIATAMENTE DESPUÉS DE QUITARSE CUALQUIER EQUIPO DE PROTECCIÓN PERSONAL

DON'T FORGET TO WASH



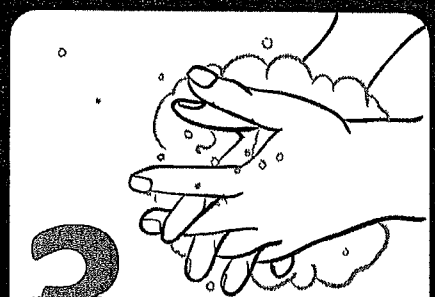
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WET YOUR HANDS



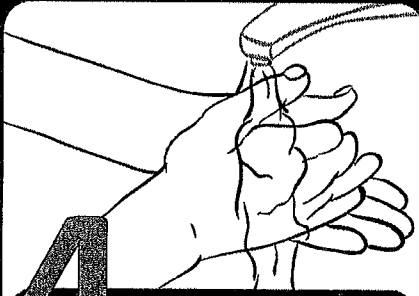
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APPLY SOAP



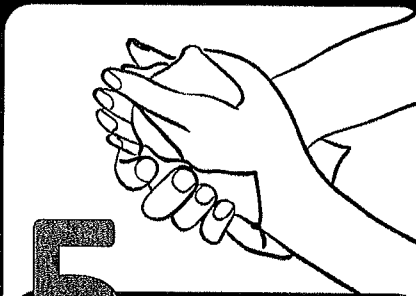
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**WASH YOUR HANDS
for 20 seconds**



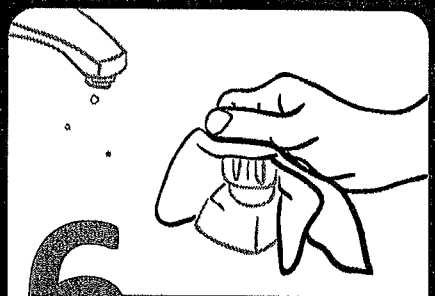
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RINSE WELL



5

DRY YOUR HANDS



6

**TURN OFF WATER
with paper towel**



**DEPARTMENT
OF HEALTH**

Don't forget to scrub between your fingers,
under your nails, and the top of your hands.