**Leadership Resident Visitation Competency Checklist**

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**Name:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Hire Date**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

| **Skill Area** | | **Evaluation**  **(Check One)** | | **Method of Evaluation**  **(Check One)**  D = Skills Demonstration  O = Performance Observation  W = Written Test  V = Verbal Test | | | | **Verification**  **(Initials/Date)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Competency**  **Demonstrated/**  **Meets**  **Standards** | **Needs Additional Training** |
| **D** | **O** | **W** | **V** |
| **Infection Preventionist** | Has updated the facility visitation policy and procedure indicating visitation is allowed for all residents at all times consistent with guidance |  |  |  |  |  |  |  |
| Has developed and oversees comprehensive COVID-19 prevention and mitigation plan |  |  |  |  |  |  |  |
| Has communicated to all staff the updated visitation policy and procedure |  |  |  |  |  |  |  |
| Keeps track of required data and maintains records of data for visitation determination:   * Indoor Visitation * Outdoor Visitation * Indoor Visitation during an Outbreak Investigation * Compassionate Care Visitation |  |  |  |  |  |  |  |
| Communicates to all staff the Core Principles of COVID-19 Infection Prevention |  |  |  |  |  |  |  |
| Communicates screening procedure for all visitors entering the facility |  |  |  |  |  |  |  |
| Develops a process to offer or ask visitors about testing and vaccination status consistent with guidance |  |  |  |  |  |  |  |
| Communicates to all staff:   * Source control when county COVID-19 community transmission is high * Source control when county COVID-19 community transmission is not high * Physical distancing in large gatherings * Face coverings/mask use and physical distancing during outbreak investigation * PPE when visiting a resident on TBP or quarantine * Face covering/mask when visiting a resident at increased risk for severe disease or immunocompromised |  |  |  |  |  |  |  |
| Monitors that Core Principles of COVID-19 Infection Prevention protocols are in place and followed |  |  |  |  |  |  |  |
| Prepares documents for pre-visitation communication and screening and monitors accurate and timely implementation and documentation |  |  |  |  |  |  |  |
| Monitors resident/visitor visits for adherence for location of visits, physical distancing, use of facial coverings or masks, and proper hand hygiene |  |  |  |  |  |  |  |
| Monitors staff performance for proper PPE use and hand hygiene |  |  |  |  |  |  |  |
| Monitors staff performance of standard and transmission precautions |  |  |  |  |  |  |  |
|  | Monitors the county COVID-19 community transmission for communication and implementation of face coverings or mask use |  |  |  |  |  |  |  |
|  | Identifies residents who are immunocompromised or at increased risk for severe disease for visitation recommendations |  |  |  |  |  |  |  |
| **Supervisor/Manager** | Provides oversight of staff performance of Standard Precautions and COVID-19 transmission control measures and provides re-education as needed |  |  |  |  |  |  |  |
| Has developed, updated, and implemented infection control policies and procedures within their department |  |  |  |  |  |  |  |
| Monitors staff performance of cleaning and disinfection procedures pre- and post- visit and throughout all shifts |  |  |  |  |  |  |  |
| Has developed pre- and post- visit cleaning and disinfection procedures and educates staff |  |  |  |  |  |  |  |
| Verbalizes understanding of pre-visit screening protocols for visitors and documentation needed |  |  |  |  |  |  |  |
| Monitors resident/visitor visits for adherence to location of visit, physical distancing in large gatherings or when in outbreak investigation, facial covering/mask use consistent with the guidance and hand hygiene are completed |  |  |  |  |  |  |  |
|  | Communicates with Infection Preventionist regarding staff performance and educational needs |  |  |  |  |  |  |  |
| Maintains accurate and timely records of IPCP and COVID-19 prevention performance. |  |  |  |  |  |  |  |
| **Administrator** | Maintains awareness of updated COVID-19 guidelines, regulations, and practices |  |  |  |  |  |  |  |
| Observes staff performance of transmission precautions, access to and use of PPE |  |  |  |  |  |  |  |
| Ensures residents and families are informed of facility visitation protocols and how visits will be planned |  |  |  |  |  |  |  |
| Communicates with families and significant others regarding COVID-19 facility risk outcomes resulting visitation changes |  |  |  |  |  |  |  |
| Communicates to employees, process for:   * Access to the Long-term Care Ombudsman * Immediate access to representative of the protection and advocacy system if applicable |  |  |  |  |  |  |  |
| **QAPI** | Review and oversees monitoring of the county COVID-19 community level of transmission, facility COVID-19 caseload and practices, and visitation protocols |  |  |  |  |  |  |  |
| **Other (Describe)** |  |  |  |  |  |  |  |  |
| **Other (Describe)** |  |  |  |  |  |  |  |  |

**\*I certify that I have received orientation in the above-mentioned areas.**

**\*Employee:**

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**Initials**  **Signature**  **Date**

**Evaluator/Trainer:**

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**Initials Signature Date**

***(PLACE IN EMPLOYMENT FILE)***

**References and Resources:**

* Centers for Medicare & Medicaid Services. QSO-20-39-NH, September 17, 2020, Revised 09/23/2022: Nursing Home Visitation – COVID-19 (Revised): <https://www.cms.gov/files/document/qso-20-39-nh-revised.pdf>
* Centers for Medicare & Medicaid Services State Operations Manual, Appendix PP – Guidance to Surveyors for Long Term Care Facilities (Rev. 173, 11-22-17) Advance Copy 6/29/22: <https://www.cms.gov/files/document/appendix-pp-guidance-surveyor-long-term-care-facilities.pdf>
* Centers for Medicare & Medicaid Services. Long Term Care Critical Element Pathways, Infection Prevention, Control & Immunizations, CMS 20054, 10/2022: <https://www.cms.gov/files/zip/ce-pathways.zip>
* Centers for Disease Control and Prevention. Interim Infection Prevention and Control Recommendations for Healthcare Personnel During the Coronavirus Disease 2019 (COVID-19) Pandemic), Updated Sept. 23, 2022: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html>