



RESIDENT COUNCIL MEETING

NHA/OPERATIONS REPORT

December 30, 2022

- ★ Updates and guidelines for prevention and management of Covid-19
 - ★ Heritage has a total count of 64 positive cases as of December 30, 2022. Last positive case was on December 29.
 - ★ We will continue our current safety protocol based on the [Interim Guidance: Prevention and Management of COVID-19 in Long-Term Care Facilities \(sf.gov\)](#) last updated on October 7, 2022.
 - ★ Please continue to properly wear your face masks when outside of your apartments and leaving Heritage.
 - ★ Heritage will continue to conduct daily screenings of residents, team members, visitors, and vendors.
 - ★ Dining room was reopened on December 25. Thank you everyone for your patience and understanding.
 - ★ Guest meals will be considered after January 13, 2023, to allow two sequential PCR testing rounds and review results.
 - ★ We will continue to administer rapid testing for anyone visiting residents.

Summary Report Resident Annual Picnic to Samuel P. Taylor

We have completed our investigation of the events that occurred at the beginning of the October 13, 2022, trip to Samuel P. Taylor for the annual picnic. Thank you for your feedback and suggestions on the trip.

At this time, Heritage has updated its Out and About Policy for future trips. Please see the attached policies on the Out and About Trips and Private Caregiver Services.

The following Guidelines will apply:

- Out and About Trips using outside transportation will be planned and overseen by the Life Enrichment Department.
- Prior to the outing the Resident Health Services Director, Life Enrichment Coordinator and Director will review list of Residents signed up for the Out and About trip to evaluate whether any residents need a private caregiver to assist them on the trip.
- Life Enrichment Director will hire the private caregiver(s) from an outside agency that has been vetted to include exclusion screening, liability insurance, and contract.
- Residents will wait to board the bus until Heritage staff are present and roll call has been completed.
- Heritage nursing staff assigned to the outing and one Life Enrichment staff will be present near the bus entrance to oversee the boarding process.
- Residents, Vendors, and Staff must follow all existing safety protocols, including properly wearing mask and sanitizing hands.



Out and About Trips

Outside Transportation and Private Caregiver Services

Policy and Procedures

Heritage on the Marina typically offers several Out and About trips each year using an outside transportation service to accommodate up to 40 residents. The excursions are intended to provide an engaging activity and encourage socialization among Heritage on the Marina residents.

The following Guidelines will apply:

- Out and About Trips using outside transportation will be planned and overseen by the Life Enrichment Department.
- Prior to the outing the Resident Health Services Director, Life Enrichment Coordinator and Director will review list of Residents signed up for the Out and About trip to evaluate whether any residents need a private caregiver to assist them on the trip.
- Life Enrichment Director will hire the private caregiver(s) from an outside agency that has been vetted to include exclusion screening, liability insurance, and contract.
- Residents will wait to board the bus until Heritage staff are present and roll call has been completed.
- Heritage nursing staff assigned to the outing and one Life Enrichment staff will be present near the bus entrance to oversee the boarding process.
- Residents, Vendors, and Staff must follow all existing safety protocols, including properly wearing mask and sanitizing hands.



Out and About Private Caregiver Services Policy

Policy Statement

The decision whether to hire private caregiver services for Out and About trips will be made at Heritage on the Marina's discretion based on its independent review.

Please refer to the Out and About Trips Outside Transportation and Private Caregiver Services Policy and Procedures for more information.

Policy Interpretation and Implementation

1. Private caregiver staff will participate in orientation to the community, code of conduct, policies and procedures and will follow facility's established policies and procedures.
2. All private caregivers selected by the community must meet the following qualifying standards:
 - a. Have cleared all background checks.
 - b. Pass a Tuberculosis screening (i.e. PPD testing) before starting.
 - c. Proof of worker's compensation Insurance coverage of your employer or copy of the agency's Worker's Compensation policy.
3. Private caregivers will report changes in resident condition to the Director of Nurse and/or Charge Nurse immediately. If neither of those titles are on the Out and About Trip, the private caregiver will report changes in resident condition to the team member in charge of the trip immediately.
4. Private caregivers must sign in with Accushield upon arrival to work and wear the visitor badge unless they have a badge from the agency that they work with. Private caregivers that are assigned to AL/IL must also sign the private caregiver sign in/out binder at the Henderson clinic.
5. Private caregivers must communicate the condition of the Resident with the Charge nurse at the end of shift i.e. meal intake, bowel and bladder status, pain.



6. The Private caregiver agency that is being used will be in contact with the Social Services Director and/or Resident Care Coordinator for any specific needs, questions and/or concerns.
7. Private caregivers will have no cell phone use while on duty.
8. Private caregivers will be oriented on areas where they may take a break/eat their meal. Note: Health Center employee breakroom and food are only for employees. Meals can be purchased at the front desk and/or hostess station.
9. Private caregivers must follow all existing safety protocols, including properly wearing mask and sanitizing hands.

Name of Private Caregiver: _____

Agency: _____

Signature: _____ Date: _____