

Villa Feliciana Medical Complex

Subject: Procedure for Visitors	Policy #: SEC-28
Department: Security	Effective: 7/18/2017
Signature: Approval Signature on File	Revised: 7/5/23

PURPOSE:

To assure that residents/patients and their visitors achieve a positive visitation experience without compromising resident/patient care, confidentiality, and security.

POLICY:

Recommended general visiting hours are from 9:00 A.M. until 9:00 P.M. This can be waived, depending on resident/patient situation. Visitors under the age of 12 must be accompanied by an adult, other than the resident/patient. After hours, visitors will be permitted based on resident/patient need and/or request, at the discretion of the Administrator.

VFMC Policy # SEC-28 shall remain compliant and up to date reflective of CMS guidance. Covid and other infection control epidemic concerns, restrictions and recommendations present impromptu changes and updates to CMS recommendations. This policy shall coincide with the latest available updates per CMS general guidance.

Residents residing on the Sick Bay Unit 1D & 2A – refer to Memorandum (Page 66)

Overnight visitation is discouraged. Overnight visitors of resident/patient may be authorized, based on special circumstances, at the discretion of the Administrator.

Some residents/patients have special circumstances regarding visitors. These special circumstances are set forth by Administration. Security is to follow the protocols set forth.

In accordance with R.S. 40:2005, any person eighteen years or older may designate those individuals who will not be denied access to visit him in-person during any stay in any hospital, nursing home, or other healthcare facility within the state of Louisiana.

In accordance with R.S. 40:2005. Hospitals, nursing homes, and adult residential care homes may allow members of the clergy to visit patients or residents during a public health emergency whenever a patient or resident or the legal or designated representative of the patient or resident requests the visit. Special consideration shall be given to patients or residents receiving end-of-life care.

In accordance with R.S. 40:2009. Licensed nursing facilities may allow immediate family members and other designated persons to visit residents during a public health emergency whenever a resident or the legal or designated representative of the resident requests the visit. Special consideration shall be given to residents receiving end-of-life care.

In accordance with R.S. 40:2166.5, licensed adult residential care providers may allow immediate family members and other designated persons to visit residents during a public health emergency whenever a resident or the legal or Page 3 of 7. Designated representative of the resident requests the visit. Special consideration shall be given to residents receiving end-of-life care.

The right to consensual nonsexual physical contact such as hand holding or hugging, restrictions, and provisions to protect the health, safety, and welfare of the residents and the staff of the licensed nursing facility. However, the rules may not require visitors to submit proof of any vaccination or immunization.

The rules shall include but not be limited to definitions, minimum requirements including the right to consensual nonsexual physical contact such as hand holding or hugging, restrictions, and provisions to protect the health, safety, and welfare of the residents and the staff of the licensed adult residential care provider.

PROCEDURES:

- Security shall stop visitor(s) at gate and obtain names, license plate number, resident/patient they are visiting and relationship to resident.
- Visitors are logged in on log sheet.
- Each visitor is given a pass and one car pass containing hospital rules, which is placed on the dash of the vehicle.
- Visitors are directed to supervise and keep minors with them at all times.
- Visitors are directed to lock the doors on the vehicle.
- Visitors are given map to the buildings and are shown the route to take.

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- Security is to direct visitors to stop at Nurse's station and announce their arrival and who they are there to visit.
- Security shall then call the unit on which the resident/patient resides and inform the unit nurse that the visitor is at the gate to see resident/patient (give name).
- If the unit nurse is not available, visitor must be held at the gate until the RN manager, DON, and ADON is contacted.

- When visitor(s) are leaving the grounds, Security shall collect all passes and log the visitors out.

Visitors will stop and inform the unit nurse of their arrival before going to patient/resident rooms.

Visitors to patients/residents in isolation are subject to isolation guidelines. Visitors are to check with the resident's/patient's nurse for specifics.

Healthcare staff and other employees are responsible for the enforcement of this policy.

Employees visiting residents/patients are also subject to the guidelines of this policy.

Feliciano Forensic Facility residents/patients and staff are subject to the guidelines in this policy.

Visitors not responding to the unit charge nurse's request or displaying inappropriate behavior may be referred to the nurse manager and/or security personnel.

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MEMORANDUM

TO: 1D, 2A, Security, & Nursing Service

DATE: October 25, 2017

FROM: Glenda Wascom, HIS *GW*
Admission/Medical Records Department

RE: Visiting Hours for ELMHS Sick Bay Residents

Sabrina Thompson, Social Worker, at ELMHS – FFF contacted the Control Center about visiting hours for ELMHS Sick Bay Residents. Captain Janice Armstead told Sabrina Thompson that the visiting hours for both ELMHS - FFF & East Sickbay Residents are as follows:

Monday – Friday	1:00 p.m. – 4 p.m.
Weekends & Holidays	10:00 a.m. – 3:30 p.m.