

Coronavirus COVID-19

RESIDENTIAL FACILITY MONITORING VISITS

DATA COLLECTION

DATE OF VISIT:

Name of facility visited: _____

Associated CISSS/CIUSSS: _____

Total number of residents: _____ Manager name: _____

Legend: Observer name: _____

O: Field observations during the visit

M: Information gathered from managers

E: Information gathered from employees

Door code: _____

Preparing for visits	
V-10: (André Forest sends the information the day of the visit) # resident cases: _____	During the visit: # resident cases: _____ # employee cases: _____

NO RECOMMENDATIONS SHOULD BE MADE DURING MONITORING VISITS

Information	Yes	No	Details	Information source(s)
STAFF AND CAREGIVERS (PART ONE)				
1. Are health checks being performed on staff members?			<i>Staff: Before each shift Monitoring chart(s) used</i>	M and/or E
2. Are health assessments being performed on informal and family caregivers?			<i>Caregivers: When they arrive at the CHSLD Log or chart in place</i>	M and/or E
3. How many employees are missing today? <i>The answer should include the usual number of employees (e.g., 2/6).</i>			Nurses: Day: ___/___ Evening: ___/___ Night: ___/___	M and/or E
			Orderlies: Day: ___/___ Evening: ___/___ Night: ___/___	
			Cleaning staff: Day: ___/___ Evening: ___/___ Night: ___/___	

4. Do primary caregivers have access to the facility?			According to CHSLD guidelines from MSSS: This applies to caregivers who provide support daily or several times a week to meet the needs of a loved one and help ensure their well-being. They may assist residents with meals, monitor their general condition, help them with their daily routines or leisure activities, help them with walking, and provide moral and emotional support.	M
4.1 If not, does the facility have a waiver from MSSS to deny access to caregivers?			Any CHSLDs that wish to be exempted in whole or in part from the guidelines on caregiver access must first receive approval from Ministère de la Santé et des Services sociaux (MSSS).	M
5. For residents who do not have caregiver visits, how many times/week do you offer contact with families by the follow methods?				M
5.1 Phone			Number/week: _____	
5.2 Video			Number/week: _____	
5.3 Other			Number/week: _____	
6. For residents who do not have caregiver visits, who many times/week do you give their families updates about their health status?			Number/week: _____	M
INFECTION PREVENTION AND CONTROL (PART TWO)				
7. What % of the employees present today have completed the online hand hygiene training?	All employees who enter units and are in contact with residents must have completed the training. Hands: _____%			M
7.1 What % of the employees present today have completed the online PPE use training?	All employees who enter units and are in contact with residents must have completed the training. PPE: _____%			M
8. Are two-metre physical distancing requirements being followed?			Living unit Lounge Dining room Etc.	O
8.1 By staff				
8.2 By caregivers				
8.3 By residents				

9	Are staff and caregivers following the PPE guidelines for each zone?			<i>See appendix below</i>	O and M
9.1	In cold zones				
9.2	In warm zones				
9.3	In hot zones				
10	Are caregivers following the PPE guidelines for each zone?				
10.1	In cold zones				
10.2	In warm zones				
10.3	In hot zones				
11	Are routine practices in place?			<ul style="list-style-type: none"> • <i>Signs on hand hygiene and respiratory etiquette in the required locations</i> • <i>Alcohol-based hand rub dispensers available in the CHSLD</i> 	
12	Are the different zones clearly identified?			<i>Signs at entrances to warm and hot zones and warm and hot rooms telling people what personal protective equipment is required for entry</i> Remember: A bedroom can be a hot zone	O
12.1	Cold zones				
12.2	Warm zones				
12.3	Hot zones				
13	Are there dedicated teams in each zone, as applicable?			<i>Dedicated staff should be assigned to each zone in the CHSLD (cold, warm, and hot, as applicable).</i>	M:
13.1	Cold zones				
13.2	Warm zones				
13.3	Hot zones				
14	Do healthcare staff members stay in the same zone (cold/warm/hot) for their whole shift?			If staff assigned to a specific zone must be replaced (e.g., for illness or vacation), do not move staff (nurses, nursing assistants, orderlies) to a different zone during the same shift if at all possible.	M
14.1	If not, has a procedure been put in place for moving from a hot zone to a cold zone during the same shift?			<i>If a service disruption makes it impossible to follow all or part of this guideline, a procedure must be established.</i>	M

15	Has anyone been identified as the IPC manager in the residence?			<p><i>This person ensures best practices are followed at all times (supervising and intervening as needed).</i></p> <p><i>The responsibility is shared across multiple levels: managers ensure measures are being followed and step in to correct any issues, and IPC specialists issue recommendations on what measures to implement, evaluate the execution, flag gaps, analyze the situation, etc.).</i></p>	M
15.1	If so, how often does the person check that IPC measures are being followed?			Number of times/day: _____	M
16	How often are high-touch surfaces and surfaces at high risk of contamination cleaned and disinfected?			<p><i>Enforce a protocol for cleaning and disinfection of shared equipment and physical premises. High-touch surfaces in resident rooms and common areas must be cleaned and disinfected several times a day.</i></p>	M
16.1	Resident rooms			Number of times/day: _____	M
16.2	Cold zones			Number of times/day: _____	M
16.3	Warm zones			Number of times/day: _____	M
16.4	Hot zones			Number of times/day: _____	M
16.5	Common areas			Number of times/day: _____	M
17	Is there a process in place to audit:				M
17.1	Hand hygiene?				M
17.2	Correct PPE use?				M
17.3	Cleaning quality Control?				M
18	Is there a procedure for cleaning:				M
18.1	Cold zones?				M
18.2	Warm zones?				M
18.3	Hot zones?				M

CARE (PART THREE)				
19 Are there any essential services or care that have <u>not been provided</u> to residents in the past three days?				M and/or E (nurse)
19.1 Bathing			Number of residents: _____	M and/or E (nurse)
19.2 Grooming			Number of residents: _____	M and/or E (nurse)
19.3 Mobility			Number of residents: _____	M and/or E (nurse)
20 Have you added more people who can back up the existing teams to help monitor and spend time with residents?			<i>To the extent possible, add more people who can back up regular CHSLD teams to help monitor and spend time with residents.</i>	M
21 Observer's assessment of the environment In addition to the scoring, please use your judgment.	<p>Red: Concerning: Many requirements have not been met in Part 1 (e.g., 3/6) and/or Part 2 (e.g., 4/15) and/or Part 3 (e.g., 2/3).</p> <p>Yellow: Needs monitoring: Several requirements have not been met in Part 1 (e.g., 2/6) and/or Part 2 (e.g., 3/15) and/or Part 3 (e.g., 1/3).</p> <p>Green: Fine overall: Very few requirements have not been met in Part 1 (e.g., 1/6) and/or Part 2 (e.g., 2/15) and/or Part 3 (e.g., 0/3).</p>			

Comments:

APPENDIX

Strict attention must be paid at all times to health and hygiene measures (hand washing, respiratory hygiene) in all zones of all institutions in all health and social services regions.

		CHSLD/IR/FTR		PSR	HOSPITAL		
		STAFF ¹	INFORMAL AND FAMILY CAREGIVERS	STAFF	INFORMAL AND FAMILY CAREGIVERS	STAFF	INFORMAL AND FAMILY CAREGIVERS
OUT-SIDE THE CMM	HOT ZONE ²	Medical mask ³ + Eye protection (goggles or face shield)		Medical mask + Eye protection (goggles or face shield) If supplies are low, give prosthetics and specialized units priority for eye protection and face shields.	Medical mask + Eye protection (goggles or face shield)		
	BUFFER ZONE ²						
	COLD ZONE	Medical mask					
CMM	HOT ZONE ²	Medical mask + Eye protection (goggles or face shield)		Medical mask + Eye protection (goggles or face shield) If supplies are low, give prosthetics and specialized units priority for eye protection and face shields.	Medical mask + Eye protection (goggles or face shield)		
	BUFFER ZONE ²						
	COLD ZONE						

***CMM**: For the full list of municipalities located in the Communauté métropolitaine de Montréal, see www.cmm.qc.ca/a-propos/territoires-et-municipalites

¹ In the CMM, all staff **except administrative staff** are required to wear a mask and eye protection. But if a staff member has to leave the administrative offices or get within two metres of other people, they must wear all required PPE.

² Healthcare workers and caregivers who come in close contact (within two metres) of a patient or resident (in a warm or hot zone) must wear a gown and gloves in addition to a mask and eye protection.

³ Medical mask = Surgical mask.