

# Millwoods Manor COVID-19 Relaunch Plan Stage Definition and Phasing

	COVID-19 Restrictions	Stage 1	Stage 2	Stage 3
Milestones to benchmark moving between stages	<ul style="list-style-type: none"> <li>COVID-19 positive cases</li> </ul>	<ul style="list-style-type: none"> <li>No COVID-19 positive cases</li> <li>Pending COVID-19 swab results (employee/staff)</li> <li>Symptomatic residents</li> </ul>	<ul style="list-style-type: none"> <li>No COVID-19 positive cases</li> <li>No pending COVID-19 swab results (employee/staff)</li> </ul>	<ul style="list-style-type: none"> <li>No COVID-19 positive cases</li> <li>No pending COVID-19 swab results (employee/staff)</li> <li>No residents on Additional Precautions</li> </ul>
		<b>Millwoods Manor Estimated Stage Date</b>		
		<b>May 15, 2020</b>	<b>June 8, 2020</b>	<b>June 18, 2020</b>

## Notes:

- All stages and operational procedures must be aligned with orders and direction from the Chief Medical Officer of Health (CMOH)
- Any amendments to the CMOH orders will supersede the information in this summary
- **Stage definition and estimated stage dates are subject to change at the discretion of the Site Leader**

# Millwoods Manor COVID-19 Relaunch Plan Operational Practices

Operational Practices	COVID-19 Restrictions	Stage 1	Stage 2	Stage 3
<b>Screening</b>	Screening at door	Screening at door	Self-screening, Self serve table	Self-screening, Self serve table
<b>Reception</b>	N/A	N/A	N/A	N/A
<b>Visitors</b>	As per Visitation Policy: <a href="https://www.shepherdscares.org/visiting-loved-ones/">https://www.shepherdscares.org/visiting-loved-ones/</a>			
<b>Group Activities</b>	None permitted	Groups less than 5 Ensure social distancing	Groups less than 10 Ensure social distancing and 50% room occupancy	Groups less than 15 Ensure social distancing and 50% room occupancy
<b>Additional Staff</b>	Increased staff and hospitality aides	Increased staff and hospitality aides	Reduced extra staff, no hospitality aides	Staffing back to pre-COVID levels
<b>Meals and Dining Rooms</b>	Dining rooms closed, Meal delivery no charge	Dining rooms closed, Meal delivery no charge	Dining rooms closed, Meal delivery no charge	Dining rooms open, multiple sittings, max. 2 people per table, Meal delivery charge
<b>Courtyard Access</b>	None permitted	Closed to visitors, available for 1:1 for staff/residents	Closed to visitors, available for 1:1 for staff/residents	Open to residents, open to Designated Essential Visitors
<b>Volunteers</b>	None permitted except for phoning	Designated Essential Volunteers	Designated Essential Volunteers	Designated Essential Volunteers
<b>New Resident Move-Ins</b>	New move-ins permitted as long as facility not on outbreak All new move-ins subject to 14-day mandatory isolation and symptom monitoring and possibly approval by public health			

# Millwoods Manor COVID-19 Relaunch Plan Operational Practices

Operational Practices	COVID-19 Restrictions	Stage 1	Stage 2	Stage 3
<b>Door Checks</b>	Twice per day by staff (once after 10:30, once after 16:30)	Independent floor monitor checks door tags once per day	Independent floor monitor checks door tags once per day	Independent floor monitor checks door tags once per day
<b>Resident Newsletters</b>	Daily newsletter delivered to each resident	Weekly newsletter delivered to each resident	Weekly newsletter delivered to each resident	Combined with recreation and pastoral care, delivered monthly
<b>Masking</b>	All residents must wear a mask when not in suite	All residents must wear a mask when not in suite	All residents must wear a mask when not in suite	All residents must wear a mask when not in suite
<b>In-Suite Isolation</b>	Mandatory	Strongly encouraged, only leave suite for essential trips, use delivery services and families as partners in care as much as possible	Strongly encouraged, only leave suite for essential trips, use delivery services and families as partners in care as much as possible	Strongly encouraged, only leave suite for essential trips, use delivery services and families as partners in care as much as possible
<b>Resident Screening</b>	Daily screening, twice per day at COVID-19 positive sites	Daily screening for all residents; 14-day isolation upon return from hospital		
<b>Staff Illness Disclosure and Protocols</b>	Mandatory disclosure, daily self-checks, exclusion from work if symptomatic with minimum 14-day isolation			

\*Service delivery partners must complete COVID-19 hazard assessment and mitigation plan prior to operating approval