DEPARTMENT: Administration

POLICY & PROCEDURE: PATIENT/VISITOR SCREENING AND RESTRICTIONS

PURPOSE: To protect our patients, staff, caregivers, and community, and to help reduce the spread of COVID-19.

POLICY:

- Hospital access will be restricted to the following entrances:
  - Main hospital – 174 1st Ave N, Ilwaco, WA – Admitting Waiting Room (0600-2200)
  - Main hospital –174 1st Ave N, Ilwaco, WA – Emergency Department (ED) entrance (after-hours)
- All patients and/or visitors must check in at the Screening Station.

PROCEDURE:

1. The Screening Station will be located at the approved location(s).
2. The Screening Station will be staffed from 0700-1730. At 1730 Healthcare Access (HCA) will screen patients/visitors until 2200. After-hours screenings will be addressed by the Emergency Department (ED) staff, as the sole entryway to our facility is the ED entrance from 2200-0600.
3. The visitor/patient will enter the facility and approach the Screening Station.
4. Employees staffing the Screening Station will greet the visitor and/or patient and respiratory screening questions.
5. Screening station and equipment will be cleaned between each patient and / or visitor.
6. Employees will perform hand hygiene after each encounter.

Patients:

- All patients will be asked a series of respiratory screening questions.
- If patient has respiratory symptoms they will be asked to wear a mask before proceeding to their destination.
  - If a patient refuses to mask despite the explanation of our policy, the Charge Nurse will be contacted by the screener at ext. 96121.
  - If a patient becomes abusive or combative, they will be asked to leave the premises for noncompliance. If they refuse to leave, then call a "Code Gray" paged using ext. 461.
  - If an ED patient refuses to wear a mask the screener will notify the Charge Nurse.
  - If the Screener feels threatened call 911.

- HCA will screen patients and ensure information is entered into Electronic Medical Record (EMR). If the patient is COVID positive, HCA will notify the receiving department. Staff will don the appropriate Personal Protection Equipment (PPE) and immediately go to the lobby to escort the patient to a private room/area.

Visitors:

Upon arrival:

- All visitors will be asked a series of respiratory screening questions.
- The employee will log the visitor's name and phone number, which will be kept for tracking purposes.
- All visitors will be provided with a sticker which will have the current date/time and place it in a visible location on their person.

Guidelines:

- Two (2) visitors are allowed per patient at a time.
- One (1) visitor allowed for Emergency Department patients at a time.
- Two (2) parents are allowed for a minor patient.
- End-of-life patients' visitors will be reviewed on a case-by-case basis by the Clinical Nurse Manager, the attending provider, and the Charge Nurse. The decision will be communicated to Health Care Access, and the next shift.
- Visitors for patients with isolation precautions, including those who are positive for COVID-19, will be reviewed on a case-by-case basis by the attending provider, infection prevention, Clinical Nurse Manager. The decision will be communicated to Health Care Access, and the next shift.
- End of Life patients with COVID-19 will be reviewed on a case-by-case basis by the attending provider, infection prevention, Clinical Nurse Manager. They will be allowed one visitor at a time and must adhere to our Personal Protective Equipment (PPE) policies.
- The decision will be communicated to Health Care Access, and the next shift.
- **Visitors who are feeling ill or are under 16 years of age are requested not to visit the hospital.** Inform visitors that patients can typically be reached by phone, by calling our main hospital telephone number (360)642-3181 and asking to speak with them. Visitors may also request an update from their healthcare team if patients have given consent to share their information with the visitor or caller.