

New York City Health + Hospitals  
**GOVERNEUR SKILLED NURSING FACILITY**  
 227 Madison Street, New York, NY 1000

**VISITING PRIVILEGES**

<b>Policy #:</b> RI 25	<b>Date:</b> August 16, 2017
<b>Revisions:</b> September 2, 2016	

**POLICY:**

Gouverneur Skilled Nursing Facility encourages social interaction between residents and their family/friends when possible. Every resident has a right to receive visits from family/friends when desired and consistent with the safety practices and the rights of other residents.

As a result of new Culture Change initiatives and, in an effort to provide a more home-like environment for residents, Gouverneur skilled nursing facility will provide 24-hour access to any visitor after obtaining resident/proxy/designated representative consent.

All residents have the right to have visitors of their choosing. Visitors include but are not limited to, a spouse, domestic partner, (including a same sex domestic partner), family member, or a friend, legal, spiritual and or financial counsellor during the course of his/her stay. Residents are able to withdraw or deny such consent at any time. Gouverneur skilled nursing facility prohibits discrimination against visitors based on age, race, ethnicity, religion, culture, language, or mental /physical disability, socioeconomic status, sex, sexual orientation, gender identity expression and ensures full and equal rights to all visitors. Visitors designated by the patient (or proxy / designated representative, where appropriate) do not have to be legally related and are entitled to immediate access to the resident without condition.

**PURPOSE:**

This policy shall specify the visiting hours and circumstances approved for the various levels of care provided to residents.

**SCOPE:**

This policy applies to all visitors, residents and employees of the Skilled Nursing Facility.

**RESPONSIBILITY:**

It is the responsibility of Administration, Nursing, Hospital Police, Physicians and Social Work to ensure compliance with this policy, including approving exceptions when necessary.

**PROCEDURE:**

**I. Resident Visitors**

1. Regular visiting hours are 7:00 am – 10:00 pm. Visitors are welcomed at any hour of the day, however, advance permission must be obtained for anyone wishing to visit outside of the normally established visiting hours . Family/Friends that choose to visit during off hours may be provided alternate locations to limit disruptions to other residents. The facility reserves the right to restrict any person(s) who are disruptive

or present a danger to the residents or staff members. In certain circumstances supervised visitation rights will be granted to ensure resident safety.

2. All residents and family members will receive visitation related information as part of the admissions packet.
3. All visitors are required to sign in upon entering and sign out upon leaving the facility at the Security Desk / Front Lobby, indicating the resident's name and unit destination.
4. Visitors who enter a resident area must identify themselves to the charge nurse and state which resident they intend to visit.
5. Visitors who present symptoms of communicable disease may be prevented from visiting residents while the disease remains in a communicable stage.
6. Under age visitors accompanied by a responsible adult are permitted to visit at the bedside. The number of visitors allowed at the bedside is left to the discretion of the charge / head nurse.
7. Visiting privileges may be restricted if a quarantine has been ordered by the physician to protect public health or the health of other residents. The Nursing staff will follow safety / infection control policy informing visitors of restrictions and cause for use when donning gowns, gloves, masks or other appropriate protective apparel.
8. Extended visiting hours beyond specified times may be considered by the Nursing Supervisor and Administrator on duty if necessary. No semi – permanent or permanent sleeping accommodations will be provided. Approved visitors are not allowed to bring into the skilled nursing facility any sleeping cots, mats, mattress, folding chairs or any device or apparatus designed for sleeping, or any furniture or other fixture not previously approved by Nursing administration and facilities/safety management.
9. The charge nurse or social worker when available will explain the regulations governing visits and should ascertain whether there are any circumstances that would render the visit detrimental to the resident. Upon admission the social worker will provide education on visiting policy to resident/family/proxy/designated representative.
10. Visitors must notify the charge nurse of their intent to escort residents to other areas of the Skilled Nursing Facility.
11. All residents have the right to refuse visitors, either individually, at specific times, or in general.

12. All residents have the right to designate the priority order of visitors, consistent with their ability to receive visitors. When residents develop a priority order of visitors, the Social Worker will document it in the medical record and inform the head nurse/charge nurse who shall retain a list at the nurses' station.
13. The Skilled Nursing Facility will ensure that the resident's access rights are supported and will provide access to a resident by any persons providing health, social or legal services, subject to resident's rights to deny / withdraw consent at any time.
14. The Skilled Nursing Facility will ensure immediate access to residents by any member(s) of Federal or State agencies and Ombudsman, as required by Federal regulations and New York State Public Health Law will be granted.
15. The Skilled Nursing Facility has the right to deny visiting privileges to any visitor who, for reasonable cause, it deems may jeopardize the safety of its residents, staff, or other visitors.

## **II. Nursing Facility Visits by Outside Groups:**

It is the general policy to encourage groups to visit the nursing facility.

1. Non-Volunteer and Non-Auxiliary groups will contact the director of social work or the director of therapeutic recreation.
2. The following departments will be notified of the time, place and purpose of the visiting group:
  - a. Skilled Nursing Facility Administrator / designee
  - b. Director of Nursing / designee
  - d. Hospital Police Director / designee
3. The nursing staff will arrange or conduct orientation of groups as to infection control and other information pertinent to the institution and the health and safety of its residents.
4. The director of therapeutic recreation in conjunction with the Nursing Facility Administration, shall determine the time, place and duration of the visit and its purpose, and shall coordinate the visit with the appropriate department heads.
5. The director of therapeutic recreation or designee in conjunction with the Nursing Facility Administration shall also make the necessary arrangements for any special requests made by the visiting group.

**Originator:**

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Yvonne Torres, LCSW  
Director of Social Work

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Date

**Approved:**

\_\_\_\_\_  
Susan Sales, FACHE  
Chief Executive Officer

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Date

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Jeffrey Nichols, MD  
Chief Medical Officer

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Date

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Charleen Clark  
Director of Nursing

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Date

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Maryethel Sowa  
Director of Therapeutic Recreation

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Date

Reviewed By: \_\_\_\_\_

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