



1750 Russell Road, Ottawa, ON K1G 5Z6

# Caregiver Designation Form

**Please return this form to the Admissions Department (in the Support Services Office, second floor of the Perley Rideau Health Centre). For comments and questions, please contact the Family Hotline (613-520-2980) or email [info@prvhc.com](mailto:info@prvhc.com).**

**Admissions Dept. Hours:**

**Monday to Friday**  
8 am - Noon | 1 pm - 4 pm

A caregiver is a type of essential visitor who is designated by the resident and/or their substitute decision-maker and is visiting to provide direct care to the resident (e.g., supporting feeding, mobility, personal hygiene, cognitive stimulation, communication, meaningful connection, relational continuity, and assistance in decision-making).<sup>1</sup> Examples of caregivers include family members, a privately hired caregiver, paid companions, and translators. Up to 2 caregivers may be designated per resident at a time.

<sup>1</sup> Ministry of Long-Term Care. Resuming Visits in Long-Term Care Homes (Sept 2, 2020)

## Caregivers Designation

Resident Name: \_\_\_\_\_ Unit: \_\_\_\_\_

|             | Name | Phone Number | Is this caregiver a Private Service Provider? (Y/N) |
|-------------|------|--------------|---|
| Caregiver 1 |      |              |   |
| Caregiver 2 |      |              |   |

Private Service Providers (PSPs) refer to any private healthcare/service provider providing services to residents not paid for by the Ministry of Long-Term Care of the Perley Rideau. If the caregiver is a PSP, the Private Service Provider policy must be reviewed. [Click Here](#)

- PSPs must also complete Appendix C of the policy ("Agreement between the Resident/SDM and The Perley and Rideau Veterans' Health Centre Re: Private Service Providers") [Click Here](#)
- Appendix C must be provided to the unit nurse so that it can be included in the resident's care plan.



## Caregiver Training

Caregivers must review the Infection Prevention and Control (IPAC) education and training for visitors created by Public Health Ontario. See the four items listed below.

1. Guidance document entitled "Recommended Steps: Putting on Personal Protective Equipment"
  - CLICK HERE: <https://www.publichealthontario.ca/-/media/documents/ncov/ipac/ppe-recommended-steps>
2. Video: "Putting on Full Personal Protective Equipment"
  - CLICK HERE: <https://www.publichealthontario.ca/en/videos/ipac-fullppe-on>
3. Video: "Taking off Full Personal Protective Equipment"
  - CLICK HERE: <https://www.publichealthontario.ca/en/videos/ipac-fullppe-off>
4. Video: "How to Hand Wash"
  - CLICK HERE: <https://www.publichealthontario.ca/en/videos/ipac-handwash>

## Guidelines

1. Caregivers will present to the Support Services office for a badge/photo ID to be created ([View map, CLICK HERE](#)). There is a \$5 charge for the creation of the badge/photo ID.
2. Caregivers must receive a COVID-19 rapid swab test at the Perley Rideau as frequently as directed by the Ministry of Health. The tests are required at the on-site clinic. All caregivers must wait the required duration for results before leaving the clinic.
3. Caregivers must attest that within the last 14 days, they have not visited another resident who is in self-isolation or symptomatic and/or a home on outbreak.
4. Caregivers must attest that they have read the Visitor Policy.
5. Only 1 caregiver may visit a resident at a time.

## Attestation and Signature

I, \_\_\_\_\_ have designated the listed individuals as caregivers and attest that the designated caregivers have reviewed the mandatory training and are familiar with the guidelines.

I am a:  Substitute Decision-Maker       Resident

Signature: \_\_\_\_\_ Date: \_\_\_\_\_