**Checklist for Residential Care Services for Residents visiting out and are required to isolate for days on return.**

Name of Care Home: Date: Name and Signature of manager:

This check list is based on the national guidance and local framework set up Hertfordshire County Council and applies to individuals who are required to isolate for days after a visit out of the care home. The 14-day isolation period does not include residents attending medical appointments, day services, education, voting stations or outdoor spaces.

[Click here](https://www.gov.uk/government/publications/arrangements-for-visiting-out-of-the-care-home/visits-out-of-care-homes) for the visiting out guidance updated 1st May 2021

[Click here](https://hcpa.us3.list-manage.com/track/click?u=7275e7980a25c4f5e4939ee06&id=5d0a9ee1c8&e=e403c39b1e)from Hertfordshire County Council in conjunction with the following guidance. The letter states some additional local advice.

During an outbreak, the provider should move to stop visiting out. In such cases, alternative means of maintaining contact between residents and their loved ones should be clearly set out. The above guidelines can also be used to consider risk assessments for exceptional circumstances. Home may appeal to open before the end of an outbreak more information can be found in the Hertfordshire visiting framework document. For any appeals email the relevant documentation to [assistance@hcpa.info](mailto:assistance@hcpa.info)

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| **Consideration prior to Resident Leaving requests** | **Yes/No** | **Comments/ Actions** |
| Have you shared communication on expectations to all residents and families around residents leaving and returning including the letter from Hertfordshire County Council |  |  |
| Have you updated your internal policies and procedures? |  |  |
| Have you completed the Lateral Flow testing checklist? |  |  |
| Have you got clear communication plan agreed with the family? |  |  |
| **Completing risk assessment on residents who have requested to leave** | **Yes/No** | **Comments/ Actions** |
| Have you completed a risk assessment on the individual resident before you accept the request? |  |  |
| **Does your risk assessment include?** | | |
| Is the person able to tolerate a test? |  |  |
| Can the person self-isolate for 14 days on return if they are completing an indoor visit (not including day centres, education, medical appointments or voting)? |  |  |
| Can the person consent to leaving and returning the home? |  |  |
| Has the home considered MCA and best interest of the resident? |  |  |
| Are the family able to provide care at home?  Including:  Administering medication  Have the appropriate equipment in the family home to support |  |  |
| Are household prepared to continue care for an extended period due to unforeseen circumstances? |  |  |
| Are they able to transport the resident home? |  |  |
| Are the family prepared to self-isolate as much as possible for 2 weeks before as much as possible? |  |  |
| Is the resident medically fit? |  |  |
| Is the care home able to cohort the individual when returning for 14 days to keep isolated residents in one section of the home? |  |  |
| **Consideration following approved risk assessment for Resident Leaving** | **Yes/No** | **Comments/ Actions** |
| Are staff prepared for the resident’s collection? |  | Including preparing the residents belongings and completing the tests |
| Have you contacted the household to complete a Lateral Flow test? |  | Please follow the Lateral Flow Checklist for the full process, including what to do with positive results  [Click here](https://www.hcpa.info/guideline/care-home-visitor-guidance/) |
| Have you completed the Lateral Flow test with the resident? |  | Please follow the Lateral Flow Checklist for the full process, including what to do with positive results |
| **Consideration prior to Resident Returning** | **Yes/No** | **Comments/ Actions** |
| Are staff prepared for the resident’s return? |  |  |
| Have you completed the Lateral Flow test with the resident? |  | Please follow the Lateral Flow Checklist for the full process, including what to do with positive results |
| Has the resident been isolated following the test? |  | Please note the resident needs to isolate for 14 days whether the result is positive or negative |