

The Bloorview Research Institute will resume home-based research visits on Monday, August 24, 2020 as a part of Phase 2 recovery. The BRI still operates under the principle of “virtual first”.

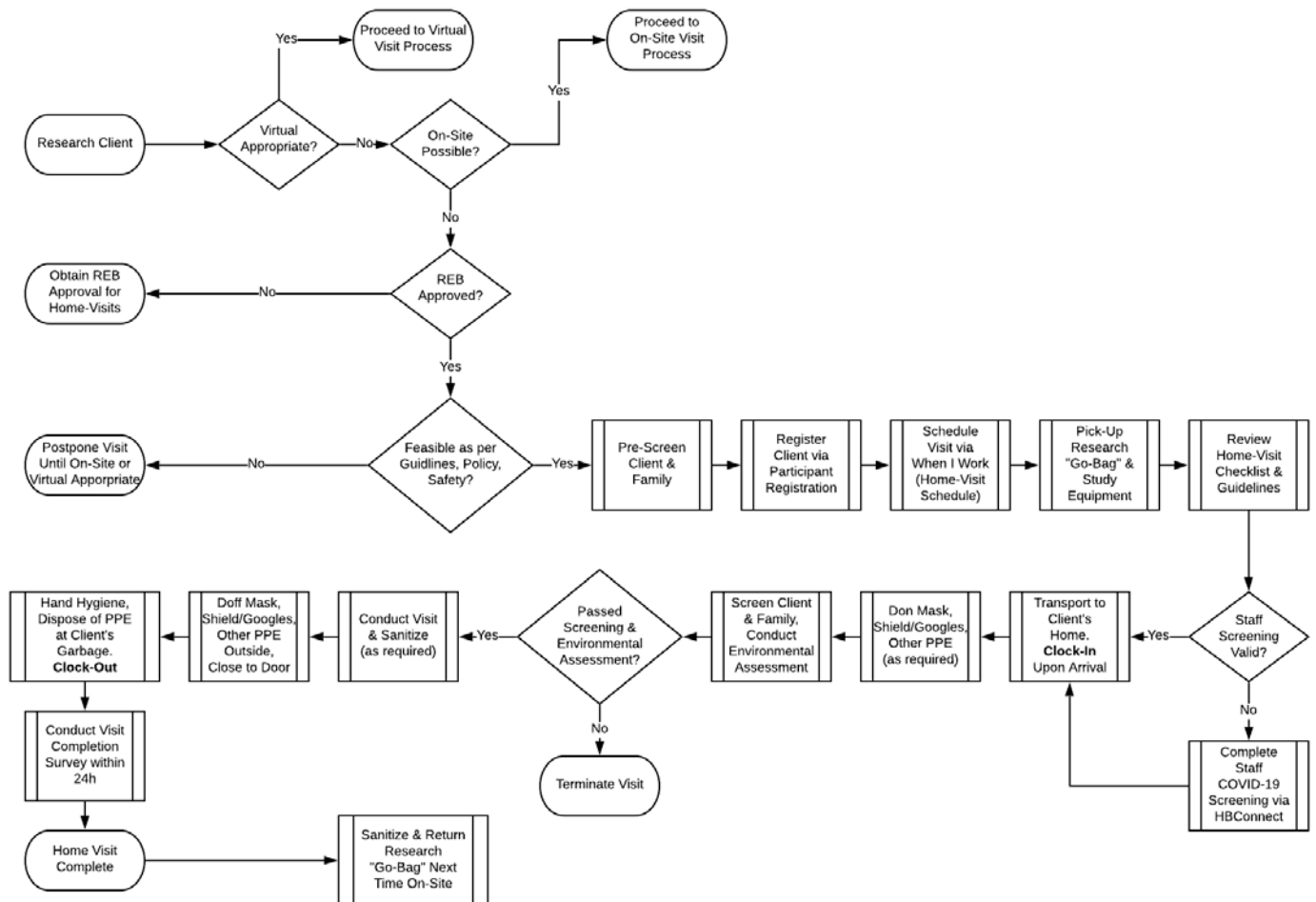
In order of preference from most to least desired, below is the ranking based on location of visit:

1. Virtual Visit
2. Visit at the Hospital
3. Home-Based Visit

Personnel will review the decision flow chart to consider all options for meeting a research participant before planning services away from the hospital site, and only shall schedule a home-based visit if the Research Ethics Board approved the protocol, is feasible upon reviewing the guidelines, policy on [Employee Community Safety](#) and safety considerations.

All personnel planning to engage in home-based visits shall ensure their manager or delegate is aware of the address of the home-based visit, have access to a personal or hospital-issued mobile phone at all times during the visit and download the mobile application for [When I Work](#). **The home-based visit requires approval in advance by Mani Kang, director of research operations, as well.**

Overall Process for Home-Based Visits



Prior to Arriving at a Client's Home

Staff Screening

Personnel shall ensure that they possess an active COVID-19 screening approval on the day of scheduled visit. COVID-19 screening can be completed remotely via HBCConnect or on-site at the Staff Entrance and expires every 7-calendar days. If the personnel has any symptoms of COVID-19 after completing the screening process, the personnel shall notify their manager, Occupational Health and Safety and terminate the visit.

Participant and Family Pre-Screening

All participants and family members that will be present during the visit shall be pre-screened using the Pre-screening Logic Diagrams available on the latest version of the [Guidelines for Personnel BRI Recovery](#). If a participant or family member fails pre-screening, the visit may not commence.

During the pre-screening process, it is recommended to provide the client and family members with communication that outlines the below:

- Personnel shall provide the identity(s) of the personnel attending the client's home.
- Should the client or any members of the family present during the home visit fail screening upon arrival, the visit will terminate.
- Personnel will conduct an environmental assessment upon arrival, should the personnel in their sole opinion determine the environment is not suitable or safe for the visit, the visit will terminate.
- Personnel will be screened by the hospital and follow all PPE and safety directives as provided by the hospital. In the event the personnel develop any symptoms of COVID-19, they will notify the client and family of the visit being cancelled, rescheduled or other personnel attending on their behalf.
- Should the client or any members of the family present during the home visit wish to not follow the PPE or other safety directives as indicated by the personnel, the visit will terminate.
- In any circumstance of a visit terminating, the reasoning shall be provided to the client and/or family members by the personnel.

Visit Scheduling

Personnel shall securely register all participants and any associated caregiver information using the [Participant Registration](#) system. The address of the visit must be entered for all home-based visits. Research personnel must notify participants of the collection of this identifiable information that can be accessible by institutional representatives; this must be documented in the client's research files.

Checklists & Preparations

Personnel shall review the Checklist for Home-Based Visits ([Appendix I](#)) prior to all home-based visits. To prepare for the visit, personnel shall attend on-site to pick up a Research Go-Bag.

Research Go-Bag can be picked-up from 4W380. Personnel authorized for home-based visits will be provided a code to obtain a key to enter room 4W380. Please take only what you anticipate will need.

Items for consideration in your Go-Bag:

Item	Location	Required
Adult Level 2 Masks	4W380	Yes
Child Masks	4W380	Yes
Disinfectant Wipes	4W380	Yes
Garbage Bags	4W380	Yes
Gloves	Stores	No
Gowns	Stores	No
Hand Sanitizer	4W380	Yes
Shields/Googles	Stores	Yes
Shoe Covers	4W380	Yes
Study Equipment/Supplies	Lab	N/A

Upon Arriving at a Client’s Home

Checking-In

Personnel shall check-in upon arriving at the location of visit using the [When I Work](#) mobile application. Staff shall ensure that all appropriate PPE is on prior to interacting with the client or family. To limit the wasting of PPE, only bring into the home what is required. Hand hygiene shall be practiced as appropriate. Personnel shall conduct an environmental assessment to ensure the visit can be completed efficiently and safely.

Examples of failing an environmental assessment:

- Home is cluttered and/or visibly soiled.
- Home does not have adequate infrastructure to promote physical distancing and/or hand hygiene.
- Condition of the home poses a safety concern for the personnel given the nature of the research protocol e.g. unsafe electrical outlets and study requires power from a plug in.
- Client, family member and/or any other person(s) inside the home does not wish to comply with PPE or other safety directives.

Participant and Family Screening

Personnel shall screen the client and any family members at the home using the Screening Logic Diagrams available on the latest version of the [Guidelines for Personnel BRI Recovery](#). If the client or family member(s) fail screening, the visit shall terminate immediately.

Disinfectant Protocols

Personnel shall ensure all surfaces, equipment, supplies, toys, furniture, and any other areas of contact are adequately disinfected using the provided wipes from the Research Go-Bag. This shall be completed prior to and end of each home-based visit. It is advisable to bring equipment, supplies, toys and other research items in a container that is easy to clean using wipes.

Doffing of PPE shall occur outside of the home, but close to the door of the home as possible. If possible, discarded PPE from personnel shall be disposed of in a disposable garbage bag at the client's home. All PPE used by the client and/or family members shall be disposed of in the client's home.

Checking-Out

Upon completion of the visit, personnel shall check-out immediately after leaving the client's home using the [When I Work](#) mobile application. Within 24-hours of completion of each visit, personnel must complete the [Home Visit Completion Survey](#). It is expected the Research Go-Bag and all unused, non-disposable contents be returned as soon as reasonably possible to 4W380.

Appendix I: Checklist for Home-Based Visits

If you say NO to any of the questions below, you may not conduct a home-based visit.

1. Will you have access to a mobile phone during the visit and have you downloaded the [When I Work](#) mobile application?
2. Did the client and family give you permission to visit their home for the visit?
3. Do you have REB approval allowing your protocol to be conducted in the homes of clients?
4. Did the client and any family members to be present at the visit pass pre-screening?
5. Did you register the client using [Participant Registration](#)?
6. Did you schedule your visit using [When I Work](#)?
7. Did you pick up a Research Go-Bag and ensure the appropriate PPE will be available?
8. Is your staff screening valid on the day of the visit i.e. less than 7-calendar days?