

Long-Term Care Facility¹ Temporary Volunteer Guidance²

Date Issued: September 22, 2021

Updated: October 7, 2021, **all updates in red**

Long-term care facilities may allow volunteers to enter the facility, provided the LTC and volunteers meet all the requirements listed below. For purposes of this guidance, volunteers are defined as unpaid individuals and apply their time talents and skills without expectation of compensation for the benefit of the long-term care facility and its residents. Volunteers are considered Healthcare Personnel (HCP) or healthcare worker as such guidance issued by CDC and CMS and letters of directions and guidance documents issued for LTC facilities referencing HCPs or healthcare worker apply to volunteers. Volunteers are considered an extension of the facility and are restricted from providing the following:

- Personal support or attendant care
- Administering of medications
- Accepting or giving of gifts, money, alcohol, or keys
- Mediation or advocacy for personal or family problems

For long-term care facilities to use volunteers during the current public health emergency each facility should:

- **Have adequate personal protective equipment and essential cleaning, and disinfection supplies to care for residents and protect staff and volunteers;**
- **Be in compliance with the New Mexico’s COVID-19 surveillance testing, rapid response and reporting requirements;**
- **Have no new COVID-19 positive resident or staff cases identified in the facility in the last 14 days and the facility is not on the “hot-spot” list; In the event either of these occurrences take place all volunteers must be removed from the facility for the specified time period;**
- **At the time of the volunteer program implementation the LTC must be in compliance with NMDOH/DHI regulatory requirements; and**
- **Follow all guidance issued by the DOH/DHI.**

Volunteers Must:

- **Be fully vaccinated for COVID and other communicable diseases outlined in the facility onboarding process (ex. Influenza, etc);**
- **Educated about SARS-CoV-2, Current Precautions Being Taken in the Facility, and Actions They Should Take to Protect Themselves;**
- **Take any Infection Prevention Control training required of staff, HCP, or healthcare workers.**
- **Trained in resident rights, abuse, neglect, and exploitation and reporting requirements;**
- **Trained in requirements of the duties the volunteer will be assigned;**
- **Trained on confidentiality requirements (HIPPA);**
- **Trained in appropriate usage and wear of PPE at all times (donning and doffing);**
- **Have a schedule;**
- **Follow all facility screening procedures for COVID; and**
- **Stay home if they are experiencing symptoms of COVID or other communicable disease.**

¹ This guidance applies to Intermediate Care Facilities, Nursing Homes, and Assisted Living Facilities licensed by the Department of Health

² See: https://www.leadingageohio.org/aws/LAO/pt/sd/news_article/165500/_BLANK/ebulletin_layout_newsletter_details/false