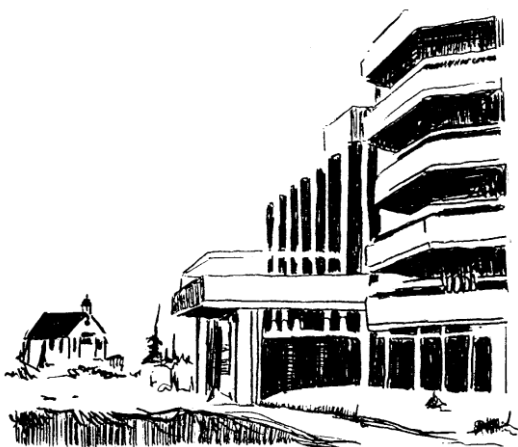


CHSLD Bayview Inc.



VISITOR INFORMATION

Welcome!

Bayview is dedicated to providing a secure and caring environment for all.

Everyone has a role to play in promoting this goal.

This brochure provides important information for visitors and also identifies what visitors can do to help promote the well-being and security of all concerned in the Bayview community.

Helpful Visitor Information

Visiting

- Visitors are welcome anytime, however, visiting should take into consideration a resident's daily care routine.
- The entrance doors are locked after 8:00 p.m. Please ring the bell to enter the building after that time
- Children must be accompanied and never left unattended while on the premises.

Meal Service Delivery Times for Residents

- Breakfast:
between 7:30 a.m. & 8:00 a.m.
- Lunch:
between 11:30 a.m. & 12:00 p.m.
- Supper:
between 4:30 p.m. & 5:00 p.m.

Cafeteria

- Full meal service is offered between:
8:30 a.m. & 9:30 a.m.
12:00 p.m. & 1:30 p.m.
5:15 p.m. & 6:15 p.m.
- Coffee, sandwiches and light snacks are available from:
6:00 a.m. to 11:00 a.m.
2:00 p.m. to 4:30 p.m.
- Vending machines and a microwave are located in the cafeteria and are accessible at all times.

Boots

- To respect the space and safety of the residents' home during the winter, please remain on the carpeted areas at the entrance and remove your boots or shoes.
- Do not walk on uncarpeted areas with wet boots or shoes.

Smoking

- Only residents are permitted to smoke in the smoking room located in the cafeteria.
- Smoking is only permitted in the parking lot area at a distance of 9 meters from the front entrance door, as well as in the area behind the gazebo. There is no smoking permitted in the gazebo area itself.

Pets

- Pets are welcome if accompanied, on a leash and under the control of their owners at all times.
- Pets are not allowed in the cafeteria at any time, nor during mealtimes in the dining areas on the care units.
- If needed, bring a water bowl for your pet; do not use any of the dishes from the cafeteria.

At Bayview, everyone's well-being and safety is important!

Natural Plants & Flowers

Prior to bringing any plants or flowers into Bayview, verify if they present a potential toxic danger (see Toxic Plants brochure).

Infection Prevention

To prevent the transmission of infection, we suggest:

- using the hand sanitizer when you enter;
- washing your hands often;
- getting your flu shot every year;
- using a tissue or your arm to cover a cough or a sneeze, not your hand;
- staying home when you are sick or have a transmissible infection!

Risk of Wandering

- There is an alarm system at the front entrance to prevent certain residents from leaving the premises unaccompanied.
- Do not inadvertently assist residents you do not know to go out on their own.

Fire Alarms

- Observe the instructions given by staff during a fire alarm.

Temporary Absence

- If going outside on the premises, please notify staff and be sure to bring the resident back to the floor. Residents are not to be left outside unless they are able to return independently.
- If a resident is being taken off premises for an appointment or a visit, the Nursing Department must be advised in advance so that the necessary arrangements can be made. Upon departure, complete the sign out sheet located at the Nursing Station.
- All unusual situations or concerns that may have occurred during a temporary absence must be reported to the Team Leader.

Choking Risk

- Due to the potential risk of choking, no food or beverage should be provided to residents without prior consultation with Bayview staff.

Open Flames

- Open flames, such as candles or sparklers, are strictly forbidden everywhere within the building.
- For a special occasions, residents and their families/friends who wish to have cake candles may do so only in the smoking room adjoining the cafeteria.

Reporting

- All ***observed*** events that compromise the well-being and/or security of a resident must be reported immediately to a staff member.
- All safety-related concerns, suggestions or recommendations are welcome and can be brought to the attention of the Team Leader, the Coordinator or the appropriate floor's "Safety Champion".

Mutual Respect

Everyone deserves to be treated with respect.

Respect is maintained only when staff, residents, family members, volunteers and visitors accept the responsibility of interacting with each other with courtesy and dignity.