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|  VISITING REGULATIONS  | NO. 276 |
|  POLICY:The facility requires that patients and visitors observe the visiting hours and regulation listed below. The facility staff is responsible for enforcement of these regulations.PROCEDURES:1. Facility has visiting hours from 8 A.M. – 8 P.M.
2. Visitors shall request permit slips for visiting at non-visiting hours, and choose time frames for visit (for example, 6 A.M. – 7 A.M.). Permits must be approved by the Administrator, Director of Nursing (DON), or Director of Social Services.
3. Arrangements for visiting patients should be made by the family or friends prior to the visit so visitors do not interrupt a patient's Program schedules.
4. Visitors must sign in at the register located by the Business Office.
5. Visiting in the patient's room is permitted; however, the resident's room door should not be locked or blocked. Visitors must respect the rights of the patient's roommate(s). Facility personnel shall be allowed access to the resident's room as required.
6. Visits shall be of such length as to not create a strain on either the patient or family. The doctor and clinical staff may, at times, find it in the best interest of the patient to restrict visiting privileges for specific individuals.
7. Visitors may be asked to leave the facility. Such requests are made at the discretion of the Nursing staff and/or Administration.
8. The facility follows, and adheres to, patients’ rights protocol as established by the State of Illinois.
9. Off duty employees are considered visitors when in the building and are expected to adhere to visitor regulations.

NON-VISITING HOURS PERMIT PROCEDURES:1. Person(s) seeking a non-visiting permit is required to have a current government issued I.D. at time of submitting permit.
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|  VISITING REGULATIONS  | NO. 276 |
| 1. If person(s) seeking permit is not related to resident, then said resident may be asked to verify if person(s) can visit them. If resident is unable to make cognitive decisions or has given rights (power of attorney) over to a legal guardian, then legal guardian may be asked if person(s) can visit resident.
2. Permit slip cannot be for more than three (3) hours unless there is an adequate reason approved by the Administrator, DON, or Director of Social Services.
3. The Administrator, DON, or Director of Social Services are authorized to sign off on permit.
4. Person(s) who need to update their permit must submit a new one and must be re-authorized by the Administrator, DON, or Director of Social Services. They do not need to show I.D. for updating permit.
5. Permit will go into resident’s file as a reference of who can visit resident at non-visiting hours.
6. Person(s) is required to adhere to patients’ rights protocol as established by the State of Illinois, and failure to do so will result in revoke of permit.
7. If resident has a roommate, then the visitor’s presence shall not cause a disturbance for the roommate.
8. The Administrator, DON, caring physician, or authorized clinical staff may revoke permit if it is discerned visiting resident at said hours is not in resident’s best interest.

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