

# memo

To: Westminster Village Residents, Families and Visitors of Independent Living  
From: Barb Nathan, Chief Executive Officer  
Date: October 30, 2020

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Over the past 7 months, Westminster Village has been diligent in implementing and following guidelines to keep residents and staff COVID-free. We continue to be grateful for the low number of cases we've had, and for that we say "thank you" because it means all are doing everything they can to keep each other safe.

To date, we have suggested that, as much as possible, visits with residents in Independent Living should take place outdoors. As cold weather approaches and limits the option for outdoor visits, we felt it important to provide guidelines to families and visitors of Independent Living residents.

All visitors are to stop at the Front Desk upon arrival to complete the screening process, which includes a temperature check and completion of a health survey. This is to be done for each visit but is not required for multiple visits within the same day. Our dining rooms will continue to only be available for resident use and guest rooms will not be available for reservations. Further, we ask residents not to host overnight guests within their apartments. Visitor presence in the common areas of Westminster Village (i.e. Social Center, Resident Store, Wellness Center, Bargain Boutique, Beauty Shop, Lounge Areas) is discouraged as we focus on minimizing potential exposure for our residents and staff.

For all visitors to our campus, a mask is required and we encourage you to practice social distancing and frequent hand washing in all parts of your life as any exposure you may have outside of Westminster Village is potentially brought in to Westminster when you visit. By visiting our campus, you are making a commitment to Westminster's residents and staff that you are doing the right things to significantly reduce the possibility of being a carrier for COVID-19.

For visitors from out of town, please contact the Westminster staff prior to arrival to discuss applicable out of town visitor policies. In addition, we encourage you to significantly reduce your exposures for the two weeks prior to your visit and, if possible, to get tested three to five days prior to arrival at Westminster Village. For visits with out of town guests, these visits should also be limited to the resident's apartment with masks being worn and social distancing maintained.

These Westminster Village visitor guidelines are to be followed to keep residents and staff safe and healthy, and to prevent the spread of COVID-19 on campus. These guidelines are directed by the current information provided by the local health department, the Illinois Department of Public Health, Centers for Medicare and Medicaid Services and the CDC. Of course, regulations change quickly, and as a result policies may be revised accordingly. We understand this is a hard time and we know the importance of connections to family and loved ones, so we ask everyone to do their part in keeping each other safe and healthy.