

## MEMORANDUM

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**DATE:** November 17, 2021

**TO:** **Long-term Care and Assisted Living Operators**

**FROM:** Emily Pridham, LTC Director for COVID-19 Response  
Lisa Young, Director, Infection Prevention and Control

**RE:** December 2021: Guidance for Organized Special Events in Long-term Care

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In anticipation of the upcoming holiday season and preparations for special events such as luncheons or dinners, the following guidance applies to sites wanting to host a special event that includes visitors. These guidelines are meant as a trial to safely guide the holiday season and will be reviewed for future considerations.

Special events over the holiday season must be organized and guests pre-booked for planning and safety purposes

- Pre-booking allows for ordering purposes from Food Services
- Pre-booking allows the site to plan for tables and spacing within maximum occupancy requirements of the room

All visitors must be fully vaccinated and pass active screening by Greeter

All visitors must wear a medical grade mask unless seated at their designated table. Table hopping is not permitted.

Tables must be 4 metres apart to create sufficient enough space for table service and to create enough distance between each table for the safe removal of masks for dining

The maximum occupancy of the room must be adhered to per WorkSafeBC

Food must be served/tray service not buffet style or self-serve

Current enhanced cleaning procedures in place apply

For residents wanting a more private gathering, visitors can bring food in and be hosted in the resident's own room if in a single occupancy room. Any leftover food must be stored in plastic containers with lids and designated to the resident, or taken home by the visitor.

Singing and use of wind instruments continues to be restricted