**Intake Assessment during Pandemic**

**Shelter is prioritized for women currently experiencing, or at risk of experiencing violence.**

1. **Refer to flow chart** *for guidance on process, and follow consistently.*
2. **Complete health assessment** *(below)*
3. **Review Pandemic Protocols Resident Information**

**Crisis Calls/Safety Planning:**

All intakes done over the phone and screening must include harm reduction safety planning especially for women who are still residing with the abuser.

**Harm reduction strategies could include:**

1. Ask women what has worked so far.
2. Explore possibilities of reconnection with family or other supports
3. Discuss emergency ‘escape plans’
4. Stay in contact with transition house, and find a strategy to help her ‘cover up’ who she is/has talked with
5. If in danger, call 911

**Health Assessment Questions for potential intakes:**

1. Have you traveled out of country &/or had contact with anyone who has returned from travel in the last 2 weeks?
2. Have you had contact with anyone who has flu like symptoms in the last 2 weeks?
3. Have you been ill with a cold or flu like symptoms in the last 2 weeks?

 ***‘NO’ to all of the above questions:***

* Complete normal phone assessment for mandate and guidelines.
* Review Pandemic Protocols Resident Information over the phone, sign on site.
* Complete intake paperwork over the phone, sign on site.

 ***‘YES’ to any of the above questions:***

* Consult with supervisor if possible. Assess whether a hotel or quarantine at the transition house is appropriate.

**Quarantine in Transition House**

* Women and children must be willing to self-isolate to a bedroom for a minimum of 10 days.
* In order to maintain everyone’s safety and health in a communal setting, women will be asked to provide informed consent to allow for regular temperature checks to monitor their health (fever check using thermometer and recording result in daily log – see below).
* Women and children will also be asked to get tested. Assist them to get to a testing site.
* Review and sign Quarantine Protocols Resident Information
	1. If unable/unwilling to self-isolate, safety plan to keep the woman in her own home, or consult with supervisor for provision of hotel
* **No room shares for duration of pandemic.**

**Provision of Hotel Accommodation:**

1. Review Hotel Stay Guidelines with woman and document verbal consent.
2. Discuss when works for a daily phone check in with staff.
3. Provide with supplies (food, toiletries, pj’s) and outreach support.

**Transportation:**

* **Use taxi for transporting women to house or hotel**.
* **If staff must use personal vehicle for transporting women** the passenger seat must be not used. Use sanitizer wipes before and after use on steering wheel, turn signal lever, shifter, and door handles.
* **As residents are expected to practice social distancing** as much as possible while in residence, use of taxis are limited to essential appointments only.