



## Resident Transfer and Cohorting Toolkit

*Updated: May 13, 2020*

Taking a person-centered approach to moving residents due to COVID-19 is an important part of planning for any transfer or cohorting decision—either within your site or to another site—with an emphasis on communicating promptly and clearly with residents and their families.

During this unprecedented time, you may need to deviate from your normal transfer procedures because of the COVID-19 situation in your nursing home or assisted living setting. A resident's COVID-19 status may also impact your decision-making and reduce the individual's options as a result. But we encourage you to assure a resident or resident's representative involvement to the extent possible when a move is necessary.

The tools provided here offer guiding principles for that decision-making including a guide for considerations prior to the move, best practice tips, a letter to help communicate the decision, and tools to help with the transition.

For dementia care situations, the Alzheimer's Association of Minnesota-North Dakota and the Centers for Disease Control & Prevention has provided recommendations linked below.

### RESOURCES

[Sample script/letter about transfer for residents and family](#)

[Best practices for person-centered resident transfers](#)

- *A new resource from the Office of the Ombudsman for Long-Term Care, Care Providers of Minnesota and LeadingAge Minnesota*

[Transfer and cohorting guiding principles](#)

[Sample Packing list for resident transfers](#)

[Get to know me form](#)

[Dementia care recommendations](#) – Alzheimer's Association of Minnesota and North Dakota

[Memory care recommendations](#) – Centers for Disease Control & Prevention

*Note: As COVID-19 continues to evolve, this information is subject to change. We will update these resources as needed and post revised resources to our website: [www.leadingagemn.org/coronavirus](http://www.leadingagemn.org/coronavirus).*