



RESIDENTIAL SERVICES

COVID-19 SAFETY PLAN

Effective 7/13/2020

ACLD is committed to providing the highest quality services to all people supported. The battle against the COVID-19 virus has necessitated the development and implementation of safety measures to ensure the health and safety of the staff and people supported within residential programs as outlined below.

Cleaning and Disinfecting:

Regular cleaning and disinfecting schedules are implemented in an effort to reduce the risk associated with the transmission of the COVID-19 virus to staff and the people supported.

Each shift (morning, evening, overnight) is to perform targeted cleaning and disinfection of frequently touched surfaces such as counters, door handles, light switches, appliance surfaces, tabletops, bathroom fixtures, phones, remote controls, etc. Once completed, the assigned staff must sign the COVID-19 Cleaning and Disinfecting Log.

At least once a day the program vehicles are cleaned and disinfected., This will include the targeted cleaning of all door handles, steering wheel, interior arm rests, etc. The assigned staff must sign the Vehicle Cleaning and Disinfecting Log when completed.

Preservation of PPE:

Due to dwindling supplies of personal protective equipment (PPE), goggles, face shields, and cloth gowns are to be disinfected and/or laundered for re-use.

Goggles and face shields are collected at the conclusion of each shift in a cardboard box or bucket. The Residential manager or designee must disinfect each item and return them to the program for use.

Cloth gowns are collected at the conclusion of each shift and are to be laundered by the program throughout each shift. Cloth gowns may be used several times per day.

Staff Health Checks:

All staff reporting to a residential program for work must undergo a health check prior to entering the program. The health check consists of a temperature reading (staff assessed at 100°F or higher will not be permitted entry to the program) and questionnaire regarding symptomology,

exposure, and travel history. Staff not permitted to enter the program are instructed to follow up with their chain of command and the Human Resources Department, if applicable.

Visitor Screening:

In order to minimize the exposure of staff and people supported to the COVID-19 virus, all visitors are pre-screened before granted entry to the program. All visitors are subjected to a temperature check (anyone assessed at 100°F or higher will not be permitted entry to the program) and questionnaire regarding symptomology, exposure, and travel history. Visitors that fail the screening are not permitted to enter the program and the chain of command is contacted for further direction.

Home Visits:

During the COVID-19 pandemic, home visits by people supported in residential programs were suspended in an effort to mitigate against the spread of the virus. Following guidance from OPWDD, home visits resumed effective July 15, 2020 with some restrictions.

People supported wishing to participate in a home visit must pass pre-screening and temperature check and must participate in frequent handwashing. Additionally, the person supported may not visit any location where a household member is suspected or confirmed to have COVID-19, been exposed in the past 14 days, nor has had any symptoms in the past 14 days.

All home visits must be documented on the Home Visit Log in order to document all relevant information necessary to aid in tracing and tracking of any potential COVID-19 exposure.

Community Outings:

Similar to home visits, community outings were suspended during the COVID-19 pandemic and have since been permitted to resume with restrictions.

- People supported may not participate in community outings if any residents or staff in the home is suspected or confirmed positive for COVID-19.
- Any person supported or staff who has had close contact with a confirmed positive individual within the last 14 days may not participate in community outings.
- Any person supported who is experiencing symptoms of COVID-19 may not participate in community outings.
- The number of people on the outing shall be as small as possible and may not exceed 10 people (including staff) at any time.
- Groups attending the outing must originate from the same home (both staff and people supported).
- Low risk and outdoor activities are encouraged.
- Community outings to stores, restaurants, salons, etc. should be limited in frequency and duration.
- Community outings are to be limited to one location per day for any person participating.

All outings are to be documented on the Community Outing Log to aid in tracing and tracking of any potential COVID-19 exposure.

Work and Community Independence:

People supported who work independently in the community, and those that have been assessed to be independent in the community, may resume their activities following an assessment of their safety skills as related to the COVID-19 pandemic. People supported must be evaluated by a residential nurse via the COVID-19 Safety Assessment Tool to ensure they possess the skills necessary to maintain their safety and prevent exposure to the COVID-19 virus.

Notifications:

Notifications are made to all relevant parties when a positive diagnosis of COVID-19 is confirmed for either a person supported or staff person. All staff receive written notification of a possible exposure at their program as soon as confirmation is received. All families of the people supported receive written notification via mail of a possible at the program of the person supported as soon as confirmation is received.