

Covid-19 Protocol

Effective April 1, 2020

Deborah Swan

Resident Protocol-

1. **All Residents must be screened daily**
2. IF a Resident shows any signs or symptoms of Covid-19, such as shortness of breath coughing, fever greater than 100.4, etc. The Nurse and PCP must be notified immediately. At this time, all staff must start to wear masks and the Resident must be quarantined to their room, also required to wear a mask. This means the only time they leave their room is to go to the bathroom and their food/medications must be brought to them. If they share a room with another Resident, they must also be quarantined. The best course of action is to have them moved to a room by themselves, but if they can't, again, they must be quarantined. The beds should be a minimum of 6 feet apart, sleeping at opposite ends of the bed (if possible). ALL staff entering the room, must be Masked, Gloved and Wear a gown, until further direction is received by the PCP. Bathrooms should be disinfected each time the Resident uses it. The screening **MUST** be increased to two times a day. **Donna must be notified of all Residents ill in the home.**
3. Resident's should not be accessing the community at all- "Stay at Home" order stipulates the only time we should be leaving our homes is for necessary means (medical care, grocery shopping, essential work, etc.). All homes are properly stocked with supplies, so there is no need for the Residents to leave. If they are leaving the home, staff should be following them so that we know where a bout's. IF the Resident refuses to stay home or follow our current screening process we will need to get a BP in place immediately or discharge them. IF the above fails, staff **MUST** remind them that leaving the home is not a necessity, per the Executive Order, and they are breaking the law. **Donna must be notified of all instances where residents access the community.**
4. LOA's are not permitted unless they are leaving with a Power of Attorney or Guardian. Even then you staff must remind them that visiting their families is not warranted as a necessity, per the Executive Order, and they are breaking the law. If they choose to leave with wither of the above, they must be screened when entering the home and **MUST** be told prior to bringing them back to the home they must show proof of their whereabouts and that they were screened daily while they were gone, otherwise they **CANNOT** return. **Natasha must be involved in this process and be the one to approve them coming back to the home.**

Visitor Protocol-

1. **All Visitors must be screened daily**
2. No Visitors may enter the home unless they are there for an essential function (staff, Nurses, Medical personnel, Police, etc.) are the only people allowed in the home. When the above enters the homes they **MUST** be screened. EXCEPTIONS to the above Rule-Guardians and Power of Attorneys, may enter the home to see their Resident, but they two **MUST** be screened and they **MUST** adhere to Social Distancing and stay in a location where others aren't allowed. I would suggest a breezeway, an empty room not being used, they must be monitored all times for the safety of all and to also ensure the 6 feet of social distancing.

Staff Protocol-

1. **All Staff must be screened daily**
2. **IF** a Staff shows any signs or symptoms of Covid-19, such as shortness of breath coughing, fever greater than 100.4, etc. They must be sent home immediately or if they are at home, they need to seek medical attention from their PCP and/or Tele-Doc. We will need documentation prior to them coming back. In order for them to return, they must be symptom free for 7 days from the date of onset of the illness and fever free for 72 hours without using any medication to reduce the fever. The screening in the home **MUST** be increased to two times a day. **Melissa and Kevin must approve the staff prior to them returning to the home and Donna must be notified of all staff ill in the home.**
3. If the Staff travel out of State or Region, they **CANNOT** work for 14 days.