



JD Home Healthcare, Inc.

Covid-19 Stay Safe Plan

Effective as of September 1st, 2021

COVID-19 Stay Safe Plan for JD Home Healthcare, Inc.

JD Home Healthcare is committed to providing a safe and healthy workplace for all our workers, service recipients, patrons, guests, and visitors. To ensure we have a safe and healthy workplace, JD Home Healthcare has developed the following COVID-19 Stay Safe Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities. Achieving this goal requires full cooperation among our workers and management. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our workplaces.

The COVID-19 Stay Safe Plan is administered by Joshua D. Schott, C.E.O, Delisa M. Green, Human Resources Manager, and Matthew C. McGlynn, Designated Manager, who maintains the overall authority and responsibility for the plan. However, all members of management and workers are equally responsible for supporting, implementing, complying with, and providing recommendations to further improve all aspects of this COVID-19 Stay Safe Plan. JD Home Health Care's managers and supervisors have our full support in implementing and enforcing the provisions of this plan.

COVID-19 Preparedness Plan: A written COVID-19 Preparedness Plan is no longer mandated by executive order. However, under federal and Minnesota OSHA laws, employers are responsible for providing a safe and healthy workplace free from recognized hazards likely to cause death or serious physical harm. To meet these obligations under OSHA laws, employers should continue to implement COVID-19 prevention programs in the workplace. The most effective programs contain a number of key elements, including conducting a hazard assessment, identifying and implementing measures that limit the spread of COVID-19 in the workplace and adopting measures that ensure that workers who are infected or potentially infected are separated and sent home from the workplace. Prevention programs should take into consideration mandatory safety and health protocols established by OSHA standards, as well as Centers for Disease Control and Prevention (CDC), the Minnesota Department of Health (MDH) and OSHA recommendations that reflect developments in science and best practices.

JD Home Healthcare's COVID-19 Stay Safe plan is considered in full effect as of September 1st, 2021, until further notice.

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Preventative Practices and Employee Responsibilities

Health Screenings

All employees of JD Home Healthcare are required to complete a brief self-monitor health screening before beginning work with each service recipient or entering any company related building or location. Health screening includes, but is not limited to, monitoring of the following:

Regardless of your vaccination status, have you experienced any of the symptoms in the list below in the past 5 days?

- *fever (of 100.4 or higher) or chills*
- *cough*
- *shortness of breath or difficulty breathing*
- *fatigue*
- *muscle or body aches*
- *headache*
- *new loss of taste or smell*
- *sore throat*
- *congestion or runny nose*
- *nausea or vomiting*
- *diarrhea*
- *swelling or redness of the eyes*

If an employee answers yes to any of the above symptoms, the employee will NOT enter the workplace or begin working with service recipients until symptoms have been improving for more than 24 hours, the employee has provided a negative covid-19 test result performed during the experiencing of symptoms and has been approved by qualified members of management to return to work.

When an employee has a medical condition that regularly causes any of similar symptoms, the employee will need to provide a physician signed document with the employee's name, date of documentation, and statement of the symptoms experienced potentially related to Covid-19. Physician documentation does not need to specify the medical condition unless the employee chooses to share that information with the intention of supporting the understanding of coinciding symptoms. It is the responsibility of the employee to recognize and report any new or differing symptoms beyond the normal impacts of their medical condition.

Hand Hygiene

JD Home Healthcare has implemented a policy to provide instruction, signage, facilities, and supplies to encourage regular handwashing and sanitizing. This policy is consistent with [MDH: Hand Hygiene \(www.health.state.mn.us/people/handhygiene/index.html\)](http://www.health.state.mn.us/people/handhygiene/index.html).

All workers are required to practice frequent hand washing with warm water and soap, for 20 seconds, as well as the use of hand sanitizer when hand washing is not available. The use of nitrile/vinyl (non-latex, powder free) exam gloves are required when contact of bodily fluids or excretion is probable.

Use of Personal Protective Equipment

Personal Protective Equipment is to be used by employees when necessary to protect and provide safe interaction between staff members and performance of services to recipients. Employees may choose, or may be required, to use additional personal protective equipment along with their standardly required equipment.

Disposable personal protective equipment is to be discarded is not to be re-used or shared after use.

Non-disposable personal protective equipment is not to be shared unless sterilization techniques can be guaranteed to eliminate any risk of surface contact exposure while still maintaining the complete integrity of the equipment. Any non-disposable personal protective equipment that has not been properly sterilized or has had its effectiveness compromised in any way must not be used until sterilization or repair has been completed.

Non-disposable respirators must meet OSHA and Minnesota Department of Health standards and fit test clearances specific to the respirator in order to be approved by all members of JD Home Health Care's Infection Control Team for employee use.

Employees will be provided with personal protective equipment and are not expected to purchase their own supplies unless they choose to use personalized equipment that still meets protection requirements, (ex. a black mask as opposed to a blue mask). Equipment requests can be made to any member of management and may be picked up at our office or delivered upon request to the employees work site.

Employee requested supply and use of acceptable personal protective equipment, in order to safely perform job functions, cannot not be denied by any member of management for any reason.

Required Mask Use

- 3 layered disposable masks must be properly worn by all employees, at all times, when working with service recipients regardless of vaccination status.
- A new, disposable, mask must be put on at the start of each shift with each service recipient.
- A service recipient cannot excuse you from wearing a mask while working.
- A clean cloth mask is acceptable only when not working with a recipient, such as in the office.
- Employees will properly dispose of masks and other PPE in acceptable trash receptacles.
- Instruction and additional training will be offered to any employees with questions or discovered to have misunderstandings about proper mask use

CDC – Your Guide to Masks

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

Entering the Office

All employees, service recipients, and visitors must use the Covid-19 sign-in sheet and take their temperature upon entrance of the JD Home Healthcare office and sign out at the end of their visit.

Any person entering the office experiencing a temperature of 100.4F or greater or any other Covid-19 related symptoms will be denied access to the office and will be asked to leave immediately. Anyone who begins experiencing symptoms while in the office should also exit promptly.

Cleaning and Disinfecting of Shared Company Spaces

JD Home Healthcare has implemented a regular schedule and checklist for cleaning and disinfecting commonly touched surfaces (workstations, keyboards, telephones, handrails, doorknobs, etc.), shared items, shared equipment, and high traffic areas. JD Home Healthcare will continue to perform other routine environmental cleaning according to established schedules and procedures. Appropriate and effective cleaning and disinfecting supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product. This policy is consistent with <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html> and the U.S. Environmental Protection Agency's (EPA) List N for products that meet EPA's criteria for use against SARS-CoV-2. See [EPA's List N: Disinfectants for Use Against SARS-CoV-2 \(www.epa.gov/pesticide-registration/list-n-disinfectants-coronavirus-covid-19\)](https://www.epa.gov/pesticide-registration/list-n-disinfectants-coronavirus-covid-19).

Workers who work within JD Home Healthcare office space will be responsible for cleaning their personal office space using EPA approved disinfectants between each visitor as well as daily. This includes but is not limited to workstations, keyboards, telephones, handrails, doorknobs, etc. Shared and high traffic workspaces are to be cleaned and disinfected regularly, at a minimum of twice daily, using EPA approved disinfectants, by office workers present throughout the workday.

In the event a confirmed positive COVID-19 case has been present in the JD Home Healthcare office, deep-cleaning procedures will be implemented throughout the entire workspace, including all surfaces. Workers will not enter the office workspace unless necessary until deep cleaning has been completed.

Workers who provide services within a recipient's home will practice strong personal hygiene, the use of personal protective equipment, as well as encourage service recipients to maintain a sanitary home to the best of their ability. Workers will actively assist service recipients in understanding and performing regular disinfecting if needed and accepted.

Entering other Facilities and Businesses

All workers will actively observe and comply with all required COVID-19 prevention procedures when entering a business or facility that has differing requirements from JD Home Healthcare. If the differing procedures are less stringent than JD Home Healthcare policy, workers are to continue following JD Home Healthcare requirements as directed. If the procedures are more stringent than JD Home

Healthcare policies, workers are to follow the policies requested by the facility or business being entered without protest.

Required Covid-19 Testing

Tiered Testing Policy

JD Home Healthcare reserves the right to require employees to provide frequent and scheduled Covid-19 testing results. At this time, a tiered scale will be used and implemented according to Minnesota state provided infection rate statistics. Whenever possible, employees will be given a two-week advanced notice of a new tier of testing being implemented. It is the responsibility of the employee to monitor standard company communication methods for this notification and keep up on testing.

Employees are encouraged to monitor the spread of infection within the state and in their areas. JD Home Healthcare will use the following source to monitor statewide Covid-19 infection levels:

<https://covidactnow.org/us/minnesota-mn/?s=22401166>

Tier Level Color	Daily Positive cases by 100,000	Required Testing Procedures *
Tier 5: Red	76 or higher	Unvaccinated: Weekly Vaccinated: Weekly All Staff: Case by Case
Tier 4: Orange	51-75	Unvaccinated: Weekly Vaccinated: Bi-weekly ** All Staff: Case by Case
Tier 3: Yellow	26-50	Unvaccinated: Weekly Vaccinated: No Regular Testing All Staff: Case by Case
Tier 2: Green	16-25	Unvaccinated: Bi-weekly ** Vaccinated: No Regular Testing All Staff: Case by Case
Tier 1: Blue	1-15	All Staff: Case by Case

* It is the responsibility of the employee to make sure their test result is submitted on time. Testing results should be submitted by 5:00pm CST on Fridays to be cleared to work the following Monday. Employees who do not complete and submit required testing results on time may be subject to time lost, without pay, until a negative test result is submitted.

** Employees may be split up alphabetically by last name and put on a rotating testing schedule if Bi-weekly testing is implemented.

Employees who have tested positive for Covid-19 will be excused from testing for a period of 45 days from their most recent positive test result due to a likelihood of a continuing positive result even though transmission is unlikely. Employees who have had a positive test result should continue to follow preventative policies and monitor for new or worsening symptoms after their required quarantine period has been completed.

Submitting Covid-19 Test Results

Covid-19 test submissions should include the employee's name, date of collection, and test result. Any other non-essential information should be covered or blacked out in submitted images. In the event other medical information is included with an employee's submission, it will be disregarded and not used for any purpose.

Your results will be recorded and a confirmation response to employee test results is not necessary by the Human Resources Manager unless the employee needs return-to-work clearance after illness, exposure, or other disqualifying circumstance. Direct managers and supervisors may be involved in safe return-to-work decision making,

Covid-19 test results should be submitted via company email only to the Human Resources Manager at Delisa@JDHealthcare.net.

Covid-19 Vaccinations

Current Policies and Potential Changes

We are not currently requiring employees to receive a Covid-19 vaccination at the time of release of this Stay Safe Plan. ***

JD Home Healthcare believes that vaccinations help stop the spread of illness and strongly encourages utilization of all preventive medical measures whenever possible and approved by personal physicians. However, we also respect individual choice to not receive a Covid-19 vaccination.

In the event Covid-19 vaccinations become mandated, only documented medical exemptions and religious exemptions will be recognized to excuse denial of the Covid-19 vaccination.

**** Vaccination policies are subject to change based on increasing Covid-19 threat levels to employees and recipients, implementation of federal or state laws, or Medicaid/Medicare requirements.*

Submitting your Covid-19 Vaccination Record or Exemptions

Employees who are vaccinated, become vaccinated, or are exempt from vaccination for Covid-19 are strongly advised to submit their vaccination record or exemption as soon as possible to avoid any unnecessary conflict should vaccination requirements be implemented.

Any employee who receives a Covid-19 booster, and has already submitted their vaccination record, should resubmit their updated vaccination information.

Vaccination records should include the employee's name, date of birth, and vaccination information. Any other non-essential information should be covered or blacked out in submitted images. In the event other medical information is included with an employee's submission, it will be disregarded and not used for any purpose.

Covid-19 Vaccination Records or Exemptions should be submitted via company email only to the Human Resources Manager at Delisa@JDHealthcare.net.

Reporting of Illness, Exposure, and other Circumstances

The Who, What, and When to Report

- Any new or worsening symptoms of illness, even if the employee believes it is allergies or another reason.
- Firsthand exposure of confirmed Covid-19 to unvaccinated and vaccinated employees regardless of if the exposure was during working time.
- Out of state or international travel.
- Large gatherings such as conferences, trade shows, sporting events, festivals, concerts, or large weddings and parties.

Managers and supervisors may be involved in decision making regarding an employee's ability to safely perform job duties based on report. All Covid-19 reports should be made as soon as possible to the Human Resources Manager at Delisa@JDHealthcare.net

Mandated Company Reporting of Positive Covid-19 Test Results

JD Home Healthcare is mandated to report any known positive Covid-19 test results of Employees and Service Recipients to the Minnesota Department of Health. This may include, but is not limited to, personal information about the employee or service recipient such as their address, date of birth, employment or school status, and vaccination status, if known.

In the event that an employee can prove definitively, and without a doubt, that they directly contracted Covid-19 while clocked-in and working for JD Home Healthcare your Covid-19 related and personal information may also be submitted to workman's compensation after an internal incident report has been completed in-full.

Employee Medical Information Privacy Policy

Apart from mandated reporting, all employee medical information is kept private and will never be shared beyond the company for any reason. Employee medical information is stored privately with very strict and limited access and will only be discussed with those directly involved in decision making regarding an employee's ability to safely perform job duties.

Response Actions

Isolation and Quarantine

JD Home Healthcare has an obligation to help prevent the spread of Covid-19. When an employee has a confirmed or increased risk of contracting or spreading Covid-19 the employee may be asked to refrain from coming into the workplace and isolating from service recipients and other employees.

Symptoms

Employees that experience symptoms of Covid-19 will be required to meet certain criteria before being allowed to return to work. Employees with known symptoms will have two options:

- All employees, regardless of vaccination status, will be asked to discontinue performing services or entering any worksite until a negative covid test result has been submitted to the Human Resources Manager *and* has had improving symptoms and no fever without fever reducing medication for a minimum of 24-48 hours. Covid testing while experiencing symptoms does not have a waiting period and should be completed within 24 hours of start of new or worsening symptoms whenever possible.

-or-

- An employee may refuse to be tested for Covid-19 when experiencing symptoms but will be required to discontinue performing services or entering any workplace for a minimum of 10 days. Employees must have improved symptoms and no fever without fever reducing medication for a minimum of 24-48 hours after their 10+ day isolation period. Employees that refuse testing are not considered eligible for compensation for any time missed due to refusal of testing and may also be subject to disciplinary actions based on refusal reasons given.

Service Recipients will be asked, but cannot be required, to test for Covid-19 or show physical proof of test results when symptoms are present. Service recipients should be encouraged to make the company aware of any potential confirmed first-hand exposures.

Service recipients, volunteers, and any other visitors with any symptoms of Covid-19 may not enter any JD Home Care workplace, including the office.

Positive Covid Test Results

Employees who test positive for Covid-19 – employees will be required to isolate and discontinue performing services any entering worksites with recipients or entering households and other workplaces for a minimum of 10 days and have improved symptoms and no fever without fever reducing medication for a minimum of 24-48 hours.

Service Recipients and households who test positive for Covid-19 - employees will discontinue services immediately and report a possible exposure to their immediate manager or supervisor and the Human Resources Manager. Employees are not to have any further direct contact with a service recipient or enter a household with confirmed Covid-19 until they are approved to do so.

Notifications of Confirmed Exposure with the Workplace

JD Home Healthcare management is responsible for notifying employees and service recipients of a confirmed exposure to Covid-19 and the date of exposure. No other information will be shared, including but not limited to, the name of the person or any personal or medical information about the person who is the confirmed source of the exposure.

Entering a Worksite when Symptoms or a Confirmed Positive is Present

When only symptoms (no confirmed Covid-19), are present in a household, and the assigned employees are fully aware of the current risks, they may be approved to perform services with additional personal protective equipment in conjunction with their disposable masks, such as N95 masks (in replacement of disposable), nitrile/vinyl exam gloves, isolation gowns, and a face shield or protective glasses.

Employees should never have direct contact with a service recipient or enter a household with confirmed Covid-19 unless approved. Decisions regarding the contact with service recipients and entrance of confirmed Covid-19 households for particularly vulnerable recipients, by any employee, will be made on a case-by-case basis and with the full involvement of all potentially affected staff and household members. Considerations of direct contact and entrance will be based on safety considerations such as:

- Employee vaccination and testing status.
- Company ability to provide effective personal protective equipment to the employee in order to be considered safe from exposure.
- Employee has been fully informed and understands all potential risks *and* has volunteered and consented to direct contact with a service recipient or entrance into a household with confirmed Covid-19.
- Specific service recipient and situational needs.

Stay-at-Home Orders and Closures

Office Closure

JD Home Healthcare will follow a tiered scale based on daily positive Covid-19 for determining levels of office closure. Employees are encouraged to monitor the spread of infection within the state and in their areas. JD Home Healthcare will use the following source to monitor statewide Covid-19 infection levels:

<https://covidactnow.org/us/minnesota-mn/?s=22401166>

Tier Level Color	Daily Positive cases by 100,000	Office Closure Procedures
Tier 5: Red	76 or higher	No Non-Essential Admission – Fully Remote
Tier 4: Orange	51-75	Vaccinated Staff – Mon-Thurs Hybrid Even/Odd Days and Friday Fully Remote Unvaccinated Staff - Fully Remote Maintain 6-foot social distancing Fully Remote Meetings
Tier 3: Yellow	26-50	Unvaccinated Staff Hybrid Even/Odd Days And Friday Fully Remote Maintain 6-foot social distancing Remote meetings for any meeting of 4 or more people or inability to socially distance a minimum of 6 feet
Tier 2: Green	16-25	Remote meetings for any meeting of 6 or more people or inability to socially distance a minimum of 3 feet
Tier 1: Blue	1-15	Open

Triaging of Client Care

Services are to remain in place as usual if it is safely possible. All staff are required to wear a mask or any additionally requested personal protective equipment at all times when working, as well as observes any additional procedures put in place when entering homes, facilities, businesses, etc.

In the event of state mandated stay-at-home orders or closures services will be triaged on a case-by-case basis of overall need and ability to keep employees and recipients safe.

Remote services are only an option if a waiver modification is available and granted. Employees must have approval from their manager or supervisor before implementing any form of remote services.

Returning to Work

Employees who experience any confirmed or potentially high risk Covid-19 related matters will be subject to certain criteria before being allowed to return to performing services or admittance of workplaces.

After a Confirmed Positive Test Result

Employees who have tested positive for Covid-19 must isolate from service recipients, households, and workplaces for a period of 10 or more days as well as have improved symptoms, if experienced, with no fever for 24-48 hours without the use of fever reducing medications. Employees who have tested positive for Covid-19 do not have to have a negative test result to return to work. Employees are excused from testing for a period of 45 days since the date of positive result due to high likelihood of another positive result without being contagious. Employees will continue to monitor for, and report, any new or worsening symptoms during this time period.

Illness/Symptoms with Negative Results

Employees who are experiencing symptoms of illness, but have had a negative covid test, must isolate from service recipients, households, and workplaces until the employee has improved symptoms and no fever without fever reducing medicines for a period of 24-48 hours.

Confirmed Direct (Firsthand) Exposures

Vaccinated Employees who have experienced a direct exposure to Covid-19 will not need to isolate from service recipients, households, or workplaces unless otherwise directed, but will need to complete and submit a Covid-19 test result performed on day 5. Unless the test result is returned as positive, vaccinated employees may continue to work as usual.

Unvaccinated Employees who have experienced a direct exposure to Covid-19 will need to isolate from service recipients, households, and workplaces and will need to complete and submit a Covid-19 test result performed on day 5. Unless the test result is returned as positive, unvaccinated employees may resume in-person work as usual.

Travel (Domestic and International)

The CDC recommends avoiding all non-essential travel and delaying travel for those who are not fully vaccinated. Those who do travel should follow CDC as well as state and local guidelines.

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>

Domestic

Vaccinated Employees who have traveled domestically do not need to isolate from service recipients, households, or workplaces unless otherwise directed, but will need to complete and submit a Covid-19 test result performed on day 5 from return. Unless the test result is returned as positive, vaccinated employees may continue to work as usual.

Unvaccinated Employees who have traveled domestically will need to isolate from service recipients, households, and workplaces and will need to complete and submit a Covid-19 test result performed on day 5 from return. Unless the test result is returned as positive, unvaccinated employees may resume in-person work as usual.

International

All employees, regardless of vaccination status, who have traveled internationally will need to isolate from service recipients, households, and workplaces and will need to complete and submit a Covid-19 test result performed on day 10 from return. Unless the test result is returned as positive, employees may resume in-person work as usual.

Large Events

JD Home Healthcare defines a large event as any event with more than 50 people where social distancing is not observed. The state of Minnesota, in conjunction with the CDC recommends the wearing of masks during these types of events regardless of vaccination status. Employees are required to communicate to JD Home Healthcare in the event they are contacted for contact tracing or otherwise become aware of a direct Covid-19 exposure at the event or if the employee becomes symptomatic.

Authority to Determine Employee Removal and Return to Work Criteria

Removal from Services and Workplaces

All managers and supervisors hold the ability to remove an employee from services until employee Covid-19 risk status can be evaluated and a return-to-work course of action can be determined by directly working with the Human Resources Manager and following guidance defined in this plan.

Approval of Return-to-Work Criteria

Any Employee experiencing illness or Covid-19 related concerns must submit test results and receive clearance to return to work from the Human Resources Manager at Delisa@JDHealthcare.net. Human Resources will work directly with managers and supervisors to determine if return-to-work criteria is met before approving an employee's ability to perform services and enter households or workplaces safely.

Physician notes or documentation is encouraged but does not make the final decision of company policy regarding return-to-work criteria.

Where to Get Covid-19 Testing and Vaccinations

At-Home Testing

Vault, in conjunction with the state of Minnesota, offers no cost, at home testing that will be delivered through UPS expedited shipping directly to your home and will include pre-paid return packaging. Employees will still have to set up a Zoom video conference appointment time with Vault while performing the at-home test. Be aware of appointment time scheduling availabilities as they are subject to change. Instruction should be followed as directed and completed tests should be returned through a UPS drop box. Employees should allow for extra test result time due to shipping. Employees are encouraged to order testing supplies early to meet required testing timelines and avoiding missing work any longer than necessary.

At-Home tests can be ordered, and video conferences can be scheduled using the following link:
<https://learn.vaulthealth.com/state-of-minnesota/>

Instructions and information regarding At-Home Covid-19 tests can be found at:
<https://www.health.state.mn.us/diseases/coronavirus/testsites/athome.html>

Your nearest UPS drop box can be located by visiting:
<https://www.ups.com/us/en/locations/dropboxes.page>

In-Person Testing

Vault community testing locations are usually open to walk-in testing but hours, available appointment times and information can be found by using the following link:
<https://mn.gov/covid19/get-tested/testing-locations/community-testing.jsp>

Additional testing locations, hours, and appointment requirements information can be found by visiting:
<https://mn.gov/covid19/get-tested/testing-locations/index.jsp>

Employees are encouraged to reach out to their personal healthcare provider for other testing options or if they have any questions or concerns about Covid-19.

Vaccinations

Employees who wish to become vaccinated against Covid-19 should contact their personal health care provider or find vaccine locations or use the vaccine connector by visiting:

<https://mn.gov/covid19/vaccine/find-vaccine/locations/index.jsp>

Incentives and Disciplinary Actions

Payment for Required Testing

Employees subject to required testing, whether scheduled weekly/bi-weekly or due to other Covid-19 circumstance, will receive 15 minutes of additional time added to their payroll to cover the time of testing. Time will be added on the day test results are submitted. Employees are not to add this time to their QuickBooks Time/T-Sheets on their own and can only be added by the Human Resources Manager.

Bonus for Voluntary Testing

Employees who perform voluntary Covid-19 testing will continue to be eligible for the weekly \$20.00 testing bonus.

*If an employee submits both a required and a voluntary Covid-19 test during the same Monday to Sunday time period the employee will only be paid for the 15 minutes of required testing time and not the \$20.00 voluntary testing bonus.

Disciplinary Actions

Refusal or disregard of the Covid-19 Stay Safe Plan will not be tolerated. Employees who are found to be in violation of the Stay Safe plan will be subject to disciplinary actions up to, and including, termination.

Helpful Definitions

Direct Exposure - Contact of 6 feet or less for a period of 15 minutes or more with a person having a confirmed positive Covid-19 test result within the previous or following 5 days

Domestic Travel - Any travel outside of the state of Minnesota, but within the United States

Illness – Period of sickness with relating symptoms

International Travel – Any travel outside of the United States

Large Event – Any indoor or outdoor gathering of 50 or more people

Medical Exemption – Written clearance, by a medical physician, displaying relief from an obligation

Medical Safety Glasses – Toughened protective eyewear with side panel shielding

Religious Exemption – Written clearance, by a religious leader, displaying relief from an obligation

Triage – Assigned degrees of urgency to decide the order of services

Unvaccinated – Has not submitted proof of Covid-19 vaccination record or has not received all required vaccinations in a series and completed the following 2-week efficacy period.

Vaccinated – has submitted proof of Covid-19 vaccination record and has received all required vaccinations in a series and has completed the following 2-week efficacy period.

Plan Administrator Certification and Signatures

JD Home Healthcare, Inc Covid-19 Stay Safe Plan Effective September 1st, 2021

Certified by:

Handwritten signature of Joshua D. Schott in black ink.

Joshua D. Schott, Chief Executive Officer

September 1st, 2021

Handwritten signature of Delisa M. Green in black ink.

Delisa M. Green, Human Resources Manager

September 1st, 2021

Handwritten signature of Matthew C. McGlynn in black ink.

Matthew C. McGlynn, Designated Manager

September 1st, 2021

By completing training and acknowledgement of this Covid-19 Stay Safe Plan, employees are indicating that they have read, understand, and accept the terms of it's contents.