Protocol #1 Preventing COVID Exposure

All Provider Employees are instructed to:

1. Take the following Relias Trainings
   a. Hand Hygiene: The Basics
   b. Infection Control: The Basics

2. Watch the following
   a. Understanding Coronavirus and How to Keep You and Yours Safe
      Date: 3/25/2020
      Watch on-demand

3. Follow the Governor's Recommendations under the “Stay-at-Home” order

4. Follow the CDC’s Social Distancing Guidelines

5. Be aware of symptoms of COVID-19, which can include:
   - Fever (measured or feeling feverish such as feeling warm or feverish),
   - respiratory illness, such as cough, sore throat, runny nose, or shortness of breath,
   - mild flu-like symptoms, such as fatigue, muscle aches, headache, or
   - New symptoms of loss of taste and smell.

Prevention Measures:

1. Visitors
   a. All Visitors to any staffed program or building should be required to sign in a visitor log which includes a brief health status questionnaire. Any visitor who has traveled in the last two weeks, is experiencing COVID-19 symptoms, has a fever over 100.0F, or has been identified as a contact to a case of COVID-19 will not be allowed entrance.

   b. After signing in and answering disclosures with acceptable outcomes, visitors should wash their hands before doing anything else in the building.

2. Staff
   a. Staff working in a provider owned building, not providing direct support, or staff working direct support other than in a provider Staffed residence before leaving home for work, will take their own temperature. If they are experiencing COVID-19, or have a fever over 100.0F or feels feverish even if their measured temperature was less than 100.0F, they should call their supervisor and will not report to work.
b. Staff working in a staffed residence, should take the measures outlined in the prior step, in addition, upon arriving at the staffed residence, they will sign off on a disclosure statement that they are not experiencing COVID-19 symptoms, and will again take their own temperature and record it on the disclosure statement.

3. Individuals
   a. Staff should take the temperature of individuals in staffed residences daily in the morning prior to medication administration and record the temperature on a log in the home and call nursing if temp is 100.0F or greater. At this time, they should also assess the resident for any symptoms of COVID-19.