

COVID-19 Protocols

Daily Screening:

All persons entering the house –

- ∞ To perform screening, put on gloves and provide masks to everyone upon entry.
- ∞ Staff will perform symptom check and use a touchless thermometer. Anyone who develops symptoms or fever while in the house should call the MOC for a replacement and stay away from all the individuals.

- ✧ **Symptoms** – Anyone experiencing symptoms of COVID-19 should contact MOC/AOC.
- ✧ **Temperature** – If it is greater than 100°F, the staff should be sent home.
- ∞ Document all who enter on the Staff sign-in sheet.
- ∞ All staff must wear a facemask while in the residence or out in the community with the individuals. If staff are socially distant (at least 6 feet apart) in the home, they may temporarily remove their masks to consume food or beverages.
- ∞ Staff will be provided with a facemask each shift. It will be changed when soiled or wet. A lined trash can will be kept at the entrance/exit of the house for disposal of masks.
- ∞ If staff exceed 12 hours with the individuals or are reassigned to a different residence, they need to take their temperature, rescreen, sign-in again and change their mask.

Individuals -

1. Ask or observe individual's condition regarding upper respiratory symptoms (e.g., cough, sore throat, fever - as measured by thermometer - or shortness of breath) at least **Daily**. Document in Therap the absence of symptoms. The T-Log summary line should say "COVID". (Apartment staff will document on days they visit and include individual's report from prior days).
2. If the individual develops a dry cough, headache, are more tired or irritable than usual - obtain a temperature, respiratory rate and pulse – and call RN/NOC with vital sign findings.
3. Follow the Nurse's instructions.

SYMPTOMS of

COVID-19

Abdominal pain

Dry Cough

Chills

Diarrhea

Fatigue

Loss of taste or smell

Muscle pains

Runny nose

Shortness of breath

Sore Throat

Vomiting

Wheezing



Family Visits –

1. When a visitor arrives, they must ring the doorbell. Staff will screen each visitor. If the visitor (s) passes the screening, they will be required to sign into the Visitor Log, wash/sanitize hands and must wear a face mask provided by the house.
2. Visits will need to take place in the individual's bedroom. Chairs will be set up in the bedroom for the visit at 6-foot distances - if possible. Masks must be worn by visitors for the entire visit. Visits will be limited to 1 hour.
3. Visitors will be encouraged to refrain from bringing food and drink into the bedrooms.
4. Visitors will be asked to visit solely with their loved one. Socialization with the other members of the house is prohibited.
5. Once visits are over, individuals will need to wash their hands thoroughly.
6. Staff will be required to sanitize the bedroom/meeting area after every visit.

If there is a SUSPECTED case of COVID-19 in the home:

- ∞ Individuals suspected of infection with COVID-19 should be given a facemask if they can tolerate it and must be isolated in their room with the door closed.
- ∞ Staff attending to the individual must wear PPE and call the RN/NOC with symptoms and vital signs for direction.
- ∞ Based on the RN/MD direction, the staff member will take the individual to the emergency room or quarantine them at home. Staff must have the individual wear a mask if they leave their room for any reason.
- ∞ Staff must notify the RM/MOC who will notify the Admin/AOC.
- ∞ **Non-immunized people should initiate protective quarantine themselves** - pending test results. Immunized and non-immunized people should monitor themselves for possible symptoms twice daily.
- ∞ Staff must monitor individual's symptoms and temperatures every shift until cleared by testing. ***If an individual's test comes back positive follow the protocol below.***



PPE

- Gowns and Gloves
- Eye Protection (goggles or face shield)
- Facemasks (KN95 mask)
- Maintain distance of 6-feet except for necessary interactions

If there is a POSITIVE case of COVID-19 in the home:

- Actively monitor all individuals in affected house each shift.
 - ✦ Use the symptom check sheet
- Isolate everyone in their room. Everyone is on enhanced precautions. Wear gloves, gown, face shield and mask on entry to room of positive person.
- Individuals must wear facemasks when someone enters their rooms (when tolerated).
- Notify NOC/RN and MOC/Manager of positive results.
- Signs identifying the isolation should be placed at entry to the facility.
- If possible, dedicate a bathroom to the affected individual.

Remember

- Wash hands often with soap. Encourage handwashing at a minimum of 2 hours.
- Use hand sanitizer when soap and water are not available.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth.
- Avoid touching your mask when wearing one.
- Clean bathrooms after every use.
- Follow high touch "Cleaning and Disinfecting Tracker".
- Wear gloves when emptying trash bags.
- Wear a mask when out in public.
- **Appointments** should be maintained for all health-related matters unless the MD cancels the appointment. *Call the office prior to the appointment.*