

ACS Corona Virus Preparedness Plan – May 26th, 2020

Dear ACS Families and Partnering Providers,

It has been a few weeks since our last update and we wanted to let you know about recent adjustments made to our program procedures as your clients and family members are returning to the day program.

Moving into the “Yellow Phase” we are taking the following precautions:

Group Stability and Social Distancing

- While recommendations state that we can support groups sizes up to 20 with social distancing, ACS has decided to continue stable groups of ten. We have enough space in our facilities to accommodate smaller groups and feel that it would be best to maintain smaller groups where practicable
- Staffing has, and will continue to be assigned to specific groups and will not be changed unless necessary
- If your participant is unable to maintain social distancing rules, we respectfully request that they not attend the program at this time. (This does not include those who need assistance with hygiene, nutritional support, or other direct care needs)
- Contact between participant groups has been discouraged and we will continue to limit interaction between groups

Facility Access

- Visiting the program hub locations continues to be discouraged at this time. Anyone entering into one of the programs for any reason will be expected to complete the following:
 - All visitors, employees and participants must wash their hands for at least 20 seconds with soap and water upon arrival (frequent hand washing continues to be one of the most effective way to prevent spread of illness)
 - Complete a screening process to evaluate for symptoms of COVID-19 including having your temperature taken and documented
 - Wear a disposable or cloth face mask (those with a legitimate medical reason to not wear a face covering will always be expected to maintain 6ft of social distancing)

Symptom Monitoring and Attendance

- First and foremost, if your participant is sick, PLEASE KEEP THEM HOME. If we observe symptoms of illness you will be called to pick them up from the program and they will be moved to an area away from the group until you arrive.

- Symptom monitoring will be conducted at minimum 2x per day and intermittently as needed.
- Any person within the program including visitors, staff or participants, who is noted to have active symptoms will be asked to leave the program and to contact their medical provider for recommended screening.
- At a minimum, participants and staff must be symptom free for at least 72 hours without medication prior to returning to the program and may not return if they are awaiting results of COVID-19 testing.
- ACS will continue to evaluate and follow recommendations given by the CDC, Utah Department of Human Services and DSPD and will adjust expectations based on their recommendations

Programming and Cleaning

- ACS staff will continue to teach participants about proper etiquette when sneezing and coughing, as well as teaching about why it is important to not touch their eyes, nose, and mouth to stay healthy.
- While we are accessing some areas of the community where social distancing can be maintained with ease, most of the programming continues to be done at the day program hub location.
- We will continue to disinfect high touch point surfaces throughout the day, and we have removed all items from programming areas that can not be safely disinfected.

Transportation, drop off and pick up

- During drop off and pick up times participants will remain in their stable groups and will not merge into one group as previously done, this may slow down the drop off and pick up process.
- Please ring the bell at the program to let staff know that you have arrived to pick someone up and give the staff your participants name.
- Please be patient as our staff communicates that you have arrived to pick up your participant and please remain outside while waiting for them to come out.
- Staff will take care of signing participants in and out of the program.
- If your participant rides ACS transportation we will need to screen them for symptoms including temperature PRIOR to getting on the van.
- Participants are encouraged to wear masks when riding the van and seating will be staggered to ensure safe distancing during transportation.
- If a participant cannot or will not wear a mask, they will be seated in a row by themselves.
- As more participants return to the program this may impact previously established drop off and pick up times. Again, we ask for your patience as we adjust to these changes.
- If your participant falls into a “high-risk” category and they are ready to return to the day program setting, it is recommended that they not ride with groups. If you are

unable to transport them to and from the program, please let us know so that we can discuss options for transportation.

- Drop off and pick up will be done “curbside” and staff will not be allowed to enter any residence during the pickup or drop off process. Please ensure you or your staff are readily available to assist participants into the home or out to the van as needed.
- ACS staff will continue to sanitize high touch areas in the transportation vehicles before and after each trip.

We are excited to see many of the participants planning their return to the various program sites. They have been missed over the last couple of months! Please make sure that as you plan return dates that you communicate with us at least 2 days prior so that we may ensure appropriate staffing. Rest assured that we are making every effort to keep our participants and staff safe and healthy and we are happy to be looking forward.