

COVID Reopening Plan

Staying HEALTHY AND SAFE through the pandemic

1. Day 1

Client return

MUST COMPLETE:

1. Liability Waiver – Covid19 safety acknowledgement
2. Risk/Benefit discussion checklist
3. Daily visitor check list

2. Compliance Overview for Consumers

COVID-19 compliance is mandatory per DPH, WHO, Osha and MassHealth to ensure the safety of members and staff.

Requirement:

1. Masks must always be worn and must cover mouth and nose. Please complete training on proper use of mask.
 - a. When anyone needs to sneeze, please do not remove your mask
 - b. If you need to blow you nose, please use the bathroom
3. Everyone must sanitize their hands before entering the building
4. We must ALWAYS maintain 6 feet for Social distance. Please demonstrate what 6 feet of social distance is and outline what all the dots and blue marks mean.
5. Van protocols
 - a. Social distancing in vehicles
 - b. No one can ride in the front except the driver
 - c. Everyone must sanitize before entering the van
 - d. Temperatures will be taken before entering the vehicles
 - e. Everyone always needs to keep their mask on while on the van

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- f. Vans will be sanitized after every run
- g. Drivers will inform the "GERMBUSTER" upon their arrival at the program to ensure sanitation is completed immediately
- h. Clear plastic barriers are always in each van to ensure driver and passenger safety

6. Pool

- i. Equipment is to be sanitized after every use
- j. Masks must always be worn
- k. Participants will sanitize hands after each game
- l. Social distance marks are located at each table, only one person can be at the pool table at a time
- m. When waiting for your shot you must sit or stand on the 6 foot markers on the floor

7. Dominos

- n. Only two players at a time
- o. Once the dominos are divided each player must sanitize their hands
- p. Masks must always be worn
- q. All players must maintain 6 feet of social distance

8. Karaoke/BAND

- r. Masks must always be worn
- s. Microphone covers must be used
- t. Must maintain 6 feet of social distance

9. Dancing

- u. Masks must always be worn
- v. Must maintain 6 feet of social distance

10. Exercise/Exercise Equipment

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- w. Masks must always be worn
- x. Must maintain 6 feet of social distance
- y. All equipment must be sanitized after each use

11. Arts/Crafts

- z. Masks must always be worn
- aa. Must maintain 6 feet of social distance
- ab. All markers, paint brushes and crayons will be sanitized after each use, these can not be shared until they have been sanitized

12. Food (Breakfast, Lunch and Snack)

- ac. Masks must always be worn until seated at table and appropriately distanced from others
- ad. Must maintain 6 feet of social distance
- ae. Meals will be delivered with minimal contact.
- af. All drinks including water and coffee will be served by employees
- ag. Meals will be delivered one at a time on a tray
- ah. Staff will clear all tables

Staff Requirements

Mandated: Masks are MANDATORY; they need to cover both your nose and mouth. Face Shields are required

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1. Breakfast is to be consumed before starting your shift at your home
2. Lunch can not be provided by the program and needs to be brought in from home.
3. No congregating in groups; must always maintain 6 feet of distance with other team members.
4. No sharing drinks or food
5. Each employee must eat in designated areas alone or in setting with 6 feet of social distance
6. Staff will assist in the cleaning and sanitation of the program daily
7. The "Germ-Buster" will be:
 - a. Sanitizing all bathrooms and high touch areas hourly
 - b. Sanitizing the vans after every trip
 - c. Sanitizing the entire building at the close of each day
 - c.i. Including all interior and exterior door handles
 - c.ii. Outside gate
 - c.iii. Outdoor tables and chairs
 - c.iv. The legs of the pop-up tents
 - c.v. All chairs/tables

COVID 19 Quarantine Room

This will be the shower stall bathroom near the nursing office

- ✓ Masks must always be worn
- ✓ Must maintain 6 feet of social distance

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- ✓ Proper monitoring is mandatory
- ✓ Transportation home from family or caregiver when applicable; in-house transport and or EMS transport
 - If we should need to transport in our vehicles, it will immediately be sanitized upon return to the program.
 - It will not be used again for 4 hours and up to 24 hours
- ✓ We will minimize time at the center
- ✓ We will sanitize all areas immediately
- ✓ We will inform
 - DPH
 - MassHealth
 - Caregiver
 - Primary Care

This information is to remain confidential! We can not discuss with any other staff or participants....