

Oct 26th, 2020

Re: Screening Requirements & Staff Testing at Vinfen's Developmental Day Services

To: All Members Served, Residential Providers, Guardians, et al:

As many of you know, Vinfen's Developmental Services Day Programs and Day Habilitation sites opened on August 3rd at a reduced capacity.

Staff and members alike are required to wear a mask and social distance as much as possible. Increased hand washing and regular disinfecting of high touch surfaces have been increased to help further reduce the possibility of spreading the COVID-19 Virus. The movement around our service locations is still significantly limited for both members and staff to reduce interactions with large groups.

We continue to need your help to ensure safe operation and the continuation of services, as follows:

- Drop off and pick up will be done one vehicle at a time to limit interaction, please ensure members are dressed for the cold as this process takes time
- All members must be fully screened prior to leaving home in the morning. Ensure that members do not have a temperature or any other symptoms of COVID-19. Symptoms may include difficulty breathing, cough, fever, chills, repeated shaking with chills, muscle aches/pain, nausea and vomiting, diarrhea, abdominal pain, unexplained rash, headache, fatigue, sore throat, and new loss of taste or smell.
- Members may not come to day service if they are COVID positive, if a household member has symptoms or is COVID positive or close contact with COVID+ person in the past 14 days, if they or household member have traveled outside of the state to a high risk area in the last 14 days
- Members may return after a fourteen-day quarantine, no symptoms and approval from Day Program or Day Hab Director
- Due to safety concerns, visitors, tours and outsiders will not be allowed

We will also continue to take members temperature and screen members as they arrive to the day service and monitor for symptoms of COVID19. If a member presents with a temperature or symptoms that person will be turned away. If a member develops symptoms during the day, the member will need to be picked up immediately. In that regard, please ensure that we have the most up to date emergency contact information and please be aware that it will be more important than ever to have folks picked up immediately when sick. Please have a back up plan for immediate pick up if the primary is unavailable.

Please immediately report potential exposures to day services management. We will require information regarding the exposure including date of contact, test date,

symptoms, etc. The member will be required to stay home as we work through these questionnaires and then the day service management or nurse will let you know when it is safe for the member to return according to Vinfen procedure.

We will continue telehealth for members who cannot physically return at this time.

Vinfen has started monthly COVID 19 testing of all our Day Staff to reduce asymptomatic exposures wherever possible. Residential staff at Vinfen are also being tested on the schedule required for the areas that they work in.

Vinfen has posted and will continue to post updated COVID-19 information on our website, <https://vinfen.org/services/covid-19-coronavirus-information-and-resources/> You can also find information on the Department of Public Health (<https://www.mass.gov/resource/information-on-the-outbreak-of-coronavirus-disease-2019-covid-19>) and Centers for Disease Control (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>) websites. Please access this important information and if you need assistance please let the program managers know.

We look forward to maintaining a safe & healthy environment in the Developmental Day Services at Vinfen. If you have any questions or need further clarification, please email or call the Program Director at the day service location in question.

Sincerely,



Maria EM Joseph
Director of Day Services