

Employee Coronavirus Updates

Wednesday, April 1, 2020

Latest Updates

- **NEW MASK POLICIES!** In order to protect our residents, **EVERY** employee should now be wearing a mask, unless in a private office or conference room. **Clinical employees** (Nurses, Aides, Therapists, Housekeepers in those areas, etc.) will be issued a **surgical mask** at the start of each shift. Should your mask become damaged during the day, you may request a new mask. **All other employees** will be issued **ONE CLOTH MASK**. You are responsible for laundering and caring for your cloth mask. Masks are not meant to protect us. The masks will help to protect those we are for.
- In preparing for the possibility of caring for those with COVID-19 a special team of employees is being assembled. Employees designated for this team will be fit tested for an **N95 mask**. Only these employees need N95 masks, when they are caring for COVID-19 patients. A tent will be set up outside of the Nursing Home to conduct these fit tests. Don't let the sight of this tent alarm you!
- Our screening questions now ask if you have travelled **OUT OF STATE** in the past 14 days. If you have, you may not come to work. This will help minimize spread.
- If you have been in **CLOSE CONTACT** with someone who is being **TESTED** for COVID-19, you **MAY NOT WORK** until that person's test results have been received. See below for additional guidelines related to Coronavirus and a definition of close contact.
- If you have worked in **ANOTHER NURSING HOME** that has a positive case of COVID-19, you may not work at Redstone for a 14 day period. If you have worked in another healthcare facility – **like a hospital** – that has a patient with COVID-19 but you have **not had close contact** with that patient, you will continue to work.

Coronavirus Guidelines issued for all staff:

When an employee has had contact with a person who has been diagnosed with COVID19 and that person **DOES NOT** reside in your household:

- If you have had **CLOSE CONTACT** with a person with COVID19 you must be quarantined for 14 days from the date of the last contact with a person with COVID19.
- If you had **CLOSE CONTACT** with a COVID19 case PRIOR to the case becoming symptomatic, there was no exposure and no quarantine is necessary.
 - **CLOSE CONTACT** is defined as being within 6 feet of a COVID19 case for a prolonged period of time: close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting room with a COVID19 case.
 - **CLOSE CONTACT** would also mean having direct contact with infectious secretions of a COVID19 case.
 - If you have been in the area with someone who has been diagnosed with COVID19 but **NOT IN CLOSE CONTACT** as defined above, you should still come to work.

When an employee who has contact with a person diagnosed with COVID19 and that person **DOES LIVE IN THEIR HOUSEHOLD:**

- Because exposure is considered to be ongoing within the house, household contacts of a person with COVID19 must be quarantined for 14 days after the case has been released

from isolation. This means that household contacts will need to remain at home longer than the initial case.

- If your physician provides you with a letter indicating that you must quarantine at home, you must provide that letter to HR.
- Employees who are diagnosed with COVID19 **MUST ALERT THEIR SUPERVISOR IMMEDIATELY** and follow the guidelines of their physician and/or public health official.

EVERY EMPLOYEE MUST BE SCREENED AT THE START AND END OF EACH SHIFT. YOU ARE NOT PERMITTED TO WALK PAST THE LOBBY UNTIL YOU HAVE BEEN SCREENED.

Information You Probably Already Know...

- Employees who have been to any of the following countries or areas (Italy, China, South Korea, Japan, Iran, or Europe) may NOT work for 14 days upon return to the United States
- Employees who have been on a cruise or at an international resort may NOT work for 14 days upon return to the United States
- If you are a clinical employee who has been on a domestic air flight, train, or transport bus, and you are asymptomatic, you CAN work. You will be issued and required to wear a mask for 14 days.
- If you are NOT clinical staff and are in any of the above situations, you are NOT permitted to work for 14 days – largely because masks are limited.
- Employees who have a temperature of 100 degrees or greater and any respiratory symptoms (cough, congestion, sore throat, SOB) may NOT work for the duration of the fever. Employees must be fever free without medication for 24 hours before reporting back to work.
- Employees who have respiratory symptoms but no fever MUST wear a mask while the symptoms persist.
- Employees who have been exposed to someone with respiratory symptoms and a fever of 100 degrees or greater MUST wear a mask for 14 days from that exposure.
- ONLY Essential staff (clinical team including Nursing, Therapy, RNAC's, Social Work, Dining, Housekeeping, Maintenance, Lifestyle, Chaplains, and President's Council) may enter the Skilled Nursing Facility or Personal Care Homes at this time. All other staff should remain away from those areas until further notice.
- Employees should not move between Redstone campuses, in order to minimize the risk of transmission. Senior leaders have been assigned to campus locations and will only visit their assigned location. Some clinical and logistics employees may be permitted to move between campuses as required by their role.
- We have instituted a no visitor protocol across all levels of our communities in order to protect our residents and employee team.
- Residents in IL, PC, and SNF, may not leave the campus of their Redstone community.
- Our gift shops are temporarily closed to help reduce transmission.
- If school closures or other family situations affect your ability to come to work, please contact Kathie Brean NOW at Ex. 343.
- Food will be available in the employee break rooms while we are operating in this critical mode. Please take one portion of available food item. Food is not to be taken home.
- Don't forget to carry your letter issued by John Dickson indicating that you are an essential employee en route to work at Redstone.
- Employees should park in employee parking not the front lots.

For questions regarding absence or attendance policies related to this policy, or any other concerns, please speak with your supervisor or COO Vicki Loucks at 724.216.0934.