



PARK LAWN COVID-19 PREPAREDNESS PLAN

Community Day Services

Implemented August 5, 2020

Revised October 22, 2020

Revised December 11, 2020

Revised March 29, 2021

Revised June 23, 2021

Revised December 1, 2021

Revised January 10, 2022

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Introduction

“The tests we face in life's journey are not to reveal our weaknesses but to help us discover our inner strengths. We can only know how strong we are when we strive and thrive beyond the challenges we face.”

— Kemi Sogunle

This document has been developed based upon CDC guidelines, the Illinois Department of Human Services (IDHS) and Illinois Public Health (IDPH) guidance for reinventing Community Day Services (CDS). This is a fluid plan outlining our response to the COVID-19 virus attempting to balance the appropriate response with the at risk population of Park Lawn’s participants and was developed by Park Lawn’s COVID-19 Planning and Prevention Committee including additional stakeholders.

Park Lawn’s plan will ensure the following guidelines are met:

- We will require the use of appropriate personal protective equipment (PPE), including mandatory face masking at all times
- We will require social distancing be maintained as much as possible
- We will require symptom screening and temperature checks upon entering our buildings
- We will increase our sanitation procedures

All staff, participants and service providers must follow these guidelines.

It is important to note that these requirements are subject to change pursuant to updated public health guidance and changing public health conditions. Park Lawn’s administrative team will remain alert for any changes.

Park Lawn will provide clear communication on an ongoing basis with our participants, families, essential service providers and staff regarding our expectations and protocols.

Understanding the pathogen:

Symptoms:

- Usually causes mild to moderate upper-respiratory tract illnesses like the common cold and/or influenza
- Can cause lower-respiratory tract infections
 - Cardiopulmonary disease
 - Impaired immune function
- Infants, older adults, and immunocompromised individuals are at greatest risk

Facts Known at This Time:

- Pathogen was first detected in China (SARS-CoV-2)
- People have no immunity
- 80% of the people have mild illness, some with no symptoms at all
- Healthy children are contracting the disease at the same rate as adults but with few to no symptoms
- Serious illness occurs in 16% of the cases

- Case fatality rate for people over 70 years old is approximately 8%
- Case fatality rate for people over 80 years old is approximately 15%

Population Risks Known at This Time:

Disability alone may not be related to higher risk for getting COVID-19 or having severe illness, however, some people with disabilities might be at a higher risk of infection or severe illness because of their underlying medical conditions. All people seem to be at higher risk of severe illness from COVID-19 if they have serious underlying chronic medical conditions like chronic lung disease, a serious heart condition, or a weakened immune system. Adults with disabilities are three times more likely than adults without disabilities to have heart disease, stroke, diabetes, or cancer than adults without disabilities

If you have one of the disability types listed below, you might be at increased risk of becoming infected or having unrecognized illness. You should discuss your risk of illness with your healthcare provider. – People who have limited mobility or who cannot avoid coming into close contact with others who may be infected, such as direct support providers and family members – People who have trouble understanding information or practicing preventive measures, such as hand washing and social distancing – People who may not be able to communicate symptoms of illness

23% of individuals have a high “Health Care Level” score that make them especially vulnerable to COVID-19 complications (co-occurring health issues) • 16% of individuals are over the age of 65. • 4% of individuals have a Q score in their HCL. Q scores indicate a significant medical complication that put the individual at risk for fatality (e.g. ventilator, tracheostomy suction required, insulin, nebulizer treatments. <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-disabilities.html>)

Planning and Preparation

Communication:

Participants, guardians, families and stakeholders receive updates and communication from Park Lawn staff via:

- Phone
- Email
- Dial-My-Calls
- Remind App
- US Postal Service

Should any individual test positive for COVID-19, close contacts will be identified and informed.

Visitor Policy:

Visitors to Park Lawn will be restricted to essential personnel (i.e. maintenance or repair services) and will be subject to all screening procedures. Non-essential visitors will not be admitted to the building during the reopening process. It is important to note that these requirements are subject to change

pursuant to updated public health guidance and changing public health conditions. Park Lawn's administrative team will remain alert for any changes.

General Operational Protocols:

The General Operational Protocols will be found throughout this document. Please refer to the Table of Contents to locate specific protocols and their location within this document.

Reviewing the Plan:

Key management staff making up the CDS Emergency Preparedness Team attend the following meetings to review guidance from the CDC, IDPH and DHS:

- Weekly meetings with the Illinois Health Care Association (IHCA) for updates and clarification on guidance passed.
- Weekly (IDPH) meetings for briefings, new guidance and Q&A sessions.
- The CDS Emergency Preparedness Team will review current guidelines to assess the census, attendance levels and staffing needs by the 15th of each month.

Based on updates from the CDC, IDPH and DHS, Park Lawn's Emergency Preparedness Team will meet to update and revise the plan on an as needed basis.

Service Delivery:

- Technology—Park Lawn will make every effort to provide our participants with the internet access necessary to successfully participate in in-person and remote learning. We will remain prepared for a return to remote instruction in the event of a resurgence of the virus and mandated closure. We will teach our participants how to maintain their devices, basic guidelines for use, and internet safety.
- Curriculum/Schedule—Park Lawn has a weekly schedule that allows for choice and is based on past interests. This schedule is inclusive and comprehensive in activities offered. We have a range of activities from health and wellness, self-advocacy, arts, skill requisition, and virtual tours. The platform used for the schedule is Google Classroom. We have completed staff training for this platform. We offer both individual and group activities.

Quality Assurance:

The CDS Program will be reviewed on an ongoing basis to ensure that safety, engagement and satisfaction is addressed through the strategies instituted. Park Lawn will seek input from our stakeholders including our parents, guardians and participants on a regular basis. We recognize that the safety of the participants and staff is paramount as we re-open and ongoing evaluation must be conducted routinely. The Quality Assurance team will also assess program implementation to ensure that a variety of in house and appropriate community based opportunities are presented. Lastly, participant satisfaction must be routinely probed to capture important information on the quality and variety of program opportunities and the individual responses to these changes.

Resources for Infection Control:

- Park Lawn will utilize resources from the Illinois Department of Public Health (<https://dph.illinois.gov/covid19>)
- Park Lawn will utilize resources from Centers for Disease Control and Prevention (CDC) <https://www.cdc.gov/coronaavirus/2019-ncov/index.html>

Safety Measures

Social Distancing:

Participants may not move about the program freely and must maintain social distance of at least 6 feet at all times. Per guidance from the DHS and the CDC, if vaccination status can be determined for staff and individuals, providers may group fully vaccinated staff and individuals together and do not need to maintain 6 feet of physical distancing between staff and/or individuals. Individuals and staff who are not vaccinated must maintain a social distance of at least 6 feet. The participants' program spaces have been arranged to allow for at least 6 feet of social distancing. We have also created marked entry and exit ways including signage and physical barriers to maintain social distancing standards. Participants may not touch, shake hands, bump elbows or embrace anyone while on Park Lawn premises. Participants will not be allowed to bring personal items to day program other than their lunch bag, coat, tablet/laptop and adaptive equipment. Participants will be allowed to use the restroom allowing for proper social distance. Staff will monitor restroom use to ensure proper social distancing is being followed. Participants will eat lunch at their workstations which are at least 6 feet apart to account for proper social distancing. Participants will need to bring all beverages in a lunchbox with ice pack as the vending machine will not be available. Participants will need to bring plastic utensils, plates and napkins with their lunch. Microwaves will not be available for use as these are frequently touched and cannot be sufficiently sanitized in between each use.

Once participants are vaccinated, documentation of their vaccination record will be requested as a part of the medical section of the individual's chart at Park Lawn. Participants who have not been vaccinated will continue to remain 6 feet apart from other participants and staff.

Sanitation Procedure:

Staff will wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. Wash hands immediately for 20 seconds after gloves are removed. Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash. Cleaning and/or disinfecting shall be accomplished by using household cleaners and EPA-registered disinfectants that are appropriate for the surface. All label instructions for safe and effective use of the cleaning product or disinfectant shall be followed including precautions to take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product. When cleaning and disinfecting surfaces and areas, the following procedures will be followed:

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered disinfectants should be effective. We will be utilizing Morning Mist Neutral Disinfectant Cleaner with a dilution rate of 1:64. We will follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- **If EPA-registered disinfectants are not available**, diluted house-hold bleach solutions can be used if appropriate for the surface. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted. Prepare a bleach solution by mixing:

5 tablespoons (1/3rd cup) bleach per gallon of water or

4 teaspoons bleach per quart of water

All high contact surfaces will be cleaned every 2 hours.

Hand Hygiene

Park Lawn will require frequent and proper handwashing. We will ensure the availability of supplies, such as soap and paper towels, hand sanitizer and tissues for all areas of our buildings. Cloth towels will not be used. Handwashing with soap and water is always the first recommended line of defense, but where this is not feasible or readily accessible, the use of hand sanitizer with at least 60% alcohol may be used.

Hands should be washed often with soap and water for 20 seconds. It is recommended that hand hygiene is performed upon arrival and departure, after blowing one's nose, coughing, sneezing; following restroom use; before and after eating; before/after routine care for another person after contact with a person who is sick; and following glove removal.

Alcohol based hand sanitizer safety use:

- Alcohol based hand sanitizer must be properly stored- which includes away from high temperatures or flames, in accordance with the National Fire Protection Agency recommendations
- Hand sanitizers are not effective when hands are visibly dirty

Participants and staff should be encouraged and directed to avoid touching the face (eyes, nose, and mouth) to decrease the transmission of COVID-19 or other infectious diseases.

Masking

For the safety of staff and other participants, participants and staff must wear a face mask throughout the program day. Participants must arrive ready to start their day and be wearing their mask as they exit their vehicle to commence the screening process at the entrance to the program. If a participant refuses to wear a mask, the family will be called to pick them up immediately. Cloth masks must be provided by their family/guardian. In the event a cloth mask becomes soiled or damaged at day program, Park Lawn can provide the participant with a temporary surgical mask for the remainder of the day. This mask is temporary and is not to be reused the next day. Staff will not be laundering participant soiled masks at CDS. Soiled masks will be sent home with the participant in a plastic bag.

A majority of participants have proven that they can tolerate and safely wear a face mask. Staff working with participants who are unable to wear a face mask or shield due to a medical contraindication should wear approved and appropriate PPE based on job-specific duties and risks and maintain social distancing as much as possible. Other participants should also remain socially distant from individuals who are unable to wear a face mask or face shield due to a medical contraindication. Individuals who have a condition or medical contraindication that prevents them from wearing a face mask are required to provide documentation from the individual's health care provider. These persons may wear a face shield in lieu of a face mask: however social distancing must be strictly enforced. Measures to reduce risk of exposure for these persons will be implemented where possible.

Transportation

Transportation services has begun serving individuals at some of the CDS locations based on available staffing within the transportation department. As additional drivers are hired, transportation services will be expanded to other CDS locations accordingly.

Mitigation of Spread of Infection

Screening Procedure:

Upon arrival, all staff, participants, and visitors will be screened by a staff member with a touchless thermometer before being admitted to the building. Families will complete a screening form prior to arrival at CDS each day with the date, individual's name and guardian/individual's signature. If anyone answers yes to the following symptoms, they will not be allowed entry to the building:

- Fever (>99.9)
- New or worsening cough
- Shortness of breath or difficulty breathing
- Sore throat
- Muscle pain or body aches
- Headache (new or unusual onset; not related to caffeine, hunger, tension, allergies)
- New loss of taste or smell
- Fatigue
- Congestion or runny nose
- Nausea, vomiting or diarrhea
- Have you had close contact with someone with COVID-19 infection within the last 14 days?
- Have you been tested recently due to an exposure or close contact to a person with COVID-19?
- Have you been diagnosed with COVID-19 in the prior 10 days?

Screeners will make the final determination about whether a staff member or participant can enter the building or remain at day program based on the screening criteria.

Signage and Visual Cues:

The Centers for Disease Control and Prevention (CDC) recommends posting signs and messages in highly visible locations that reinforce safety precautions and promote every day protective measures such as proper handwashing and appropriate face covering.

Park Lawn has marked the entrances of our buildings with a variety of visual cues to prompt hand sanitizing, as well as maintaining six feet of distance between individuals. There is tape marking the floor, as well as directional arrows indicating flow of movement within the building. One way Entrance and Exit signs have been created in green and red to assist non-readers in directing movement. Hand washing signs have been posted in all restrooms.

Social Distancing Procedures:

To help participants comply with social distancing, Park Lawn has revised the program schedule to eliminate movement and travel around the program space. Per updated guidance from the IDPH and the CDC, capacity limits for in-person programming and associated activities (in classrooms, gyms,

cafeterias, and multipurpose rooms) are now determined by the space's ability to accommodate social distancing -- not a set capacity limit number or percentage. Per guidance from the DHS and the CDC, if vaccination status can be determined for staff and individuals, providers may group fully vaccinated staff and individuals together and do not need to maintain 6 feet of physical distancing between staff and/or individuals. Individuals and staff who are not vaccinated must maintain a social distance of at least 6 feet.

Infection Control Procedures when an Employee or Participant is Showing Signs or Symptoms:

Wear disposable gloves, mask and a gown when cleaning and disinfecting surfaces. Gloves and gown should be discarded after each cleaning. Wash hands immediately for 20 seconds after gloves are removed. Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash. All affected areas will be deep cleaned. When cleaning and disinfecting surfaces and areas, the following procedures will be followed:

- Clean and disinfect all areas used by the sick person, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and equipment.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered disinfectants should be effective. We will follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- **If EPA-registered disinfectants are not available**, diluted house-hold bleach solutions can be used if appropriate for the surface. Check to insure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted. Prepare a bleach solution by mixing:

5 tablespoons (1/3rd cup) bleach per gallon of water or

4 teaspoons bleach per quart of water

All high contact surfaces will be cleaned every 2 hours.

PPE:

All staff and participants are required to wear cloth face masks at all times while in common areas. Staff will utilize cloth face masks and disposable gloves while assisting participants with toileting. The Production Manager orders, inventories, and monitors burn rate for all PPE within CDS.

Staff and Participant Training:

Staff will be trained in all policies and procedures in the COVID-19 Emergency Preparedness Plan upon hire. Participants will attend a safety class upon their first day of attendance at CDS. Daily and ongoing training will occur as needed.

All employees are trained in how to properly wash their hands with soap and water for 20 seconds, proper coughing and sneezing etiquette, practice social distancing, and cleaning and disinfecting their

individual workstations. Additional training will be provided to all cleaning staff on site prior to providing cleaning tasks and will include the instructions on cleaning of other commonly touched work surfaces, bathrooms, breakrooms, mobility and other assistive devices, trash pick-up and other activities performed in areas of the facility.

The training topics include the following:

- Instructions on what to do if they develop symptoms or are exposed to the virus. At a minimum, any staff should immediately notify their supervisor.
- Instructions on what to do if they test positive for COVID-19 without symptoms. At a minimum, any staff should immediately notify their supervisor.
- When to use PPE, what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE.
- Hazards of the cleaning chemicals used in the workplace in accordance with OSHA’s Hazard Communication standard (29 CFR 1910.1200).
- Compliance with OSHA’s standards on Bloodborne Pathogens (29 CFR 1910.1030), including proper disposal of regulated waste, and PPE (29 CFR 1910.132), if contaminated materials are being collected and disposed.

Illness and Diagnosis Monitoring:

Employees and Participants are required to stay at home or go home if they start to exhibit any of the symptoms outlined in the Screening Procedure above.

Quarantine/Isolation Timelines

In the event a participant or employee experience symptoms, tests positive for COVID-19, or comes into close contact with an infected person, the following quarantine/isolation steps must be taken. When a staff member or participant tests positive for COVID-19, the manager at the respective location will complete a contact tracing analysis to determine the risk of close contact within the defined cohort. If no risk has been found, the program area and bathrooms will be deep cleaned and sanitized. If close contact is found for one or more individuals, those individuals will need to quarantine per the timeframe listed below.

Definitions:

Quarantine: keeps someone who might have been exposed to the virus away from others.

Isolation: keeps someone who is infected with the virus away from others, even in their home.

Close Contact: Someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

<u>Nature of Situation</u>	<u>Quarantine/Isolation Timeframe</u>
Employee/Participant Exhibits Symptoms	Can return the following day if symptoms have subsided. If symptoms persist beyond the first day, the staff/participant cannot return until symptoms have subsided and they have tested negative.

Employee/Participant Tests Positive	7 days from the onset of symptoms or the date the individual tested positive and up to 20 days for those with severe symptoms
Employee/Participant has had sustained/high risk exposure. (i.e. living with an infected person)	Can return after 7 days from initial exposure and a negative test taken on day 5.
Employee/Participant has had temporary/low risk exposure. (i.e.	Can return the next day if symptom free, begin watchful waiting for symptoms. <i>*exposures will be situationally assessed for course of action</i>

Employees are expected to adhere to the isolation guidance and return upon conclusion of their quarantine/isolation timeframe. Attendance policies as outlined in the Employee Handbook will be enforced.

If staff are quarantining/isolating, they should update the Director of Residential Services of their health status every 24 hours.

**Per guidance from the IDPH dated March 19th, 2021, the definition for fully vaccinated people is as follows: The vaccination status of a person who is ≥two weeks following receipt of the second dose in a valid two-dose series, or ≥two weeks following receipt of one dose of a single-dose vaccine.*

Isolation Room for Sick Participants:

If a participant becomes ill at the day program, the family will be contacted and the participant must be picked up within 30 minutes. The participant will be isolated and monitored by staff until pick up occurs. Staff will wear a mask, isolation gown, gloves and face shield while supporting the ill participant until the individual is picked up. If a staff member becomes ill while at work, they must leave the premises immediately.

Travel Outside of the Continental United States:

Per guidance from the IDPH and the CDC, Park Lawn no longer mandates a quarantine period for individuals who travel outside of Illinois. Should positivity rates rise to an unacceptable level, Park Lawn may issue mandatory quarantine guidelines post travel outside of Illinois.

CDC Guidance on International Travel During COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/international-travel-during-covid19.html>

Person Centered Planning

Community Day Services Schedule and Programming:

Park Lawn has created an account on Google Classroom to allow for easy use to access and to be able to post the schedule information for our CDS locations, CILA and ICF residential houses. We have completed staff training to help facilitate the use of this platform. In the event that our residents need to isolate to their respective homes, all of the CILA and ICF residential houses have access to an iPad making it extremely simple to view the weekly schedule. There are activities planned in the schedule to provide opportunities for choice throughout the day.

Virtual Personal Plan Meetings:

In order to align with social distancing mandates and to continue to update the IDT team and remain compliant with DHS standards for Personal Plan Meetings, Park Lawn has partnered with area PAS agencies to conduct Personal Plan meetings via Zoom, Google Hangouts and teleconference. QIDPs continue to update consents, releases of info and Implementation Strategies via USPS mail and email.

Transition Plan from Home to CDS:

Park Lawn has developed a comprehensive plan to assist participants in the transition from a life at home during quarantine to adapting to a new routine at a reinvented CDS Program. All participants, including residential participants, will complete a Risk Benefit Assessment Tool with staff to help participants, guardians and families navigate the risks and benefits of returning to CDS. When participants return back to CDS from an extended stay at home, we offer an interactive Safety Class which will educate participants about and normalize: mask wearing, hand washing, recognizing 6 and 3 feet between themselves and others, interacting with friends and staff without touching, entrance and exit protocols to the building, programming areas and bathrooms, etc. Various documents have been created to educate participants and families of the changes which have been made in preparation for and prior to their return including: a Frequently Asked Questions document, a document outlining many new protocols to keep everyone safe, and a virtual tour of each programming space available on YouTube to be viewed at any time.

Mental Health Support:

Park Lawn understands that change is difficult for many of the people we serve. We recognize that this is a big change for everyone in every imaginable way. Park Lawn has a social worker on staff to help guide families and participants through the complexities and confusion of the new changes made to CDS Programming. Our assigned case managers (QIDPs) and Self Directed Assistants have maintained ongoing contact with our families and participants throughout the state protection phases and continue to offer help, support and guidance as we all navigate through uncharted waters. Additional mental health services can be provided through linkages from our Social Worker.

Training and Support

All employees are trained in how to properly wash their hands with soap and water for 20 seconds, proper coughing and sneezing etiquette, practice social distancing, and cleaning and disinfecting their individual workstations. Additional training will be provided to all cleaning staff on site prior to providing cleaning tasks and will include the instructions on cleaning of other commonly touched work surfaces, bathrooms, breakrooms, mobility and other assistive devices, trash pick-up and other activities performed in areas of the facility. All training will be documented and kept in each employee's personnel file.

Proper Hand Hygiene:

To support a sanitary, healthy, and safe workplace, the following practices have been implemented:

Each employee is required to wash their hands just prior to eating food, drink, or using tobacco products or after going to the bathroom.

- Proper and frequent hand washing is encouraged by setting up multiple locations and following the guidance at the clean hands webpage.

- Employees have been encouraged to avoid touching eyes, nose, or mouth with unwashed hands.
- Tissues and no-touch disposal receptacles with liners are provided at each workstation or in a common area. Gloves are required when removing garbage bags, handling, and disposing of trash followed by washing hands after handling or disposing of trash.
- Soap has been provided at all bathroom and other sinks in the facility. If soap and water are not readily available, alcohol-based hand sanitizer that is at least 60% alcohol has also been provided. If hands are visibly dirty, soap and water should be chosen over hand sanitizer.
- Hand sanitizers have been placed in multiple locations for easy access and to encourage hand hygiene.
- Posters that encourage hand hygiene to help stop the spread have been placed at the entrance to the facility and in other workplace areas where they are likely to be seen.
- Handshaking and other forms of personal contact have been prohibited. Employees are encouraged to use other noncontact methods of greeting.
- Employees are required to follow coughing and sneezing etiquette.
- Employees are instructed to not use other workers' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Disposable wipes and/or cleaning rags with approved cleaners have been provided at key locations so that commonly used surfaces (e.g., doorknobs, keyboards, remote controls, desks, other work tools and equipment) can be wiped down by employees before each use and when necessary.
- Each employee will clean and disinfect or if clean, disinfect their workstation prior to beginning their shift and at the end of their shift with a focus on frequently touched surfaces. The frequently touched surfaces include worktables, tools, tables, chairs, doorknobs, light switches, handles, desks, faucets, sinks, keyboards, printers, telephones, remote controls, copy machine parts, machine control stations, handrails, etc. The frequently touched surfaces will vary based on the specific workstation.
- Cleaning personnel or designated employee will clean and disinfect or if clean, disinfect their workstation and cleaning supply cart prior to beginning their shift. They will also clean and sanitize frequently touched surfaces in common areas such as floors, walls, doors, doorknobs, push plates, and handles, worktables, tables, chairs, doorknobs, light switches, handles, desks, telephones, remote controls, faucets, sinks, toilets, bathrooms, soap dispensers, handrails, food preparation and storage equipment such as coffee makers, microwaves, refrigerators, garbage cans, etc. on a regular basis as determined by the need and it should be at least every 2 hours, but can be more frequent.

Social Distancing:

Visual cues in the form of floor markings, physical barriers and signage will aid both staff and participants in remembering the social distancing guidelines.

Use of Cleaning and Disinfecting Products:

Approved Disinfectants refers to the list of Environmental Protection Agency (EPA) registered disinfectant products that have qualified for use against SARS-CoV-2, the coronavirus that causes COVID-19. Products on EPA's "List N: Disinfectants for Use against SARS-CoV-2" (www.epa.gov/pesticide-

registration/list-n- disinfectants-use-against-sars-cov-2) are registered disinfectants qualified for use against SARS-CoV-2 approved through EPA's Emerging Viral Pathogen Program. Blood-Borne Pathogens Standard refers to an OSHA standard that sets forth requirements for employers with workers exposed to blood or other potentially infectious materials. Cleaning refers to the removal of germs, dirt, and impurities from surfaces. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection. Disinfecting refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection. Hazard Communication Standard refers to an OSHA standard that sets for requirements for classifying the potential hazards posed by chemicals in the workplace and requiring employee training on recognizing those hazards and how to take appropriate measures to protect themselves from the identified hazards. OSHA refers to the Occupational Safety and Health Administration Personal Protective Equipment refers to protective gloves, clothing, helmets, shoes, safety glasses, goggles, or other garments or equipment designed to protect the wearer's body from injury or infection. Safety Data Sheet refers to OSHA written or printed material concerning a hazardous chemical that is prepared by the manufacturer or the company importing the product describing the physical and chemical properties of the product according to specific guidelines.

Recognizing the Signs and Symptoms of COVID-19:

Employees will be trained on the most current information to aid in recognizing the signs and symptoms of COVID-19:

- Usually causes mild to moderate upper-respiratory tract illnesses like the common cold
 - New or worsening cough
 - Shortness of breath or difficulty breathing
 - Sore throat
 - Muscle pain or body aches
 - Headache (new or unusual onset; not related to caffeine, hunger, tension, allergies)
 - New loss of taste or smell
 - Fatigue
 - Congestion or runny nose
 - Nausea, vomiting or diarrhea

Community Based Services

Community based outings have begun under very strict cleaning and masking protocols. Vans used for community outings are disinfected after each use and masking is required while out in the community. Participants and staff will also access community outings and activities on foot within walking distance of their respective programs. Park Lawn will continue to modify or cancel community outings based on positivity rate within the community.