

REOPENING IMPLEMENTATION PLAN

Mrs. Bush's Personal Care Homes, Inc. plans to enter the reopening process Monday, August 17, 2020 at Step 1.

Facility Information:

Mrs. Bush's Personal Care Homes, Inc. (MBPCH)
Mrs. Bush's Personal Care Homes, Home I & Home II
302 Kunkletown Rd. (Home I)
110 Country View Ln. (Home II)
PO Box 327
Kunkletown, PA 18058

Contact Person: Jessica Scheffner, RN, Administrator
Phone #: (610)381-1006

COVID-19 cases to date: 0

1. Testing Plan

- MBPCH began universal baseline testing on 07/20/20 per the 06/26/20 DOH Order directing testing for residents and staff at LTC facilities. It is estimated that testing will be completed by 08/14/20. A letter to all staff, residents and families has been distributed along with a testing consent form and information on the testing procedure.
- MBPCH has licensed nurses on staff to administer COVID-19 diagnostic tests and is contracted with Health Network Laboratories (HNL) to obtain testing supplies and process test results.
- MBPCH has ordered test kits which are delivered by HNL. This will allow for testing of all personal care residents, independent living tenants and staff. We have approximately 15 additional tests on-hand if a resident begins to show symptoms of COVID-19 after the baseline testing so testing may be done within 24 hours. Additional tests may be ordered as needed from HNL or will be requested from DOH if necessary.
- In the event of an outbreak, the on-site licensed nurses would administer testing per DOH guidelines.
- Prior to non-essential staff and volunteers being permitted in the facility, a letter will be distributed explaining procedures to be met prior to return. If testing is needed, those staff and volunteers will be required to obtain testing from their own company's employee health or primary care physician and provide documentation of results prior to returning. Procedures for screening upon entry and exit, proper handwashing and use of PPE will be explained and distributed.
- MBPCH has developed a policy and procedure for addressing residents or staff that decline testing. See attached.

2. Cohort Plan

- MBPCH plans to utilize empty bedrooms to isolate COVID-19 positive residents that are in a shared bedroom situation.

- When possible, bathrooms will be reassigned so COVID-19 positive residents are not sharing bathrooms with COVID-19 negative residents.
- To the greatest extent possible, staff will be designated to provide care for only COVID-19 positive residents, exposed residents or only COVID-19 negative residents.
- Residents or independent tenants who are COVID-19 positive will isolate in their room or apartment with the door closed. All necessary items will be brought to the resident or tenant to avoid their use of any common areas.
- PPE stations will be set up outside COVID-19 positive or exposed resident rooms for staff to be properly protected.
- After testing, each room will be labeled with a green, yellow or red sign to indicate COVID status. All staff and other persons entering the facility will be informed of what each color indicates and what precautions need to be taken. This will be done by way of staff education and posted signs.

3. Screening Protocol

- All staff are required to enter and exit through one designated door at each facility. On entry, staff are required to apply mask and perform handwashing. Then staff sign in on a designated spreadsheet, take and record temperature and answer questions about whether they have symptoms of COVID or have had any exposure prior to their shift. Staff is required to report verbally to the on-call supervisor if experiencing fever >100.0 F and/or experiencing symptoms or exposure. Staff is required to leave the premises immediately and not enter the personal care area if symptomatic, have been exposed or having fever >100.0 F. Staff is required to complete the screening again at the end of their shift.
- All other persons are required to ring the doorbell for entry at the main entrance of each facility. Doors are locked to ensure that no person may enter prior to being screened. Upon entry to building staff ensure that all persons complete the same procedure and screening as described above for staff members.
- All residents are screened daily for temperature and symptoms of COVID-19. Screenings are documented and maintained in the Nursing Office.
- Positive COVID-19 cases shall be reported to DHS as per guidelines.
- A current cache of PPE has been obtained for staff and is being replenished on a periodic basis as supplies are available. The PPE includes gloves, eye protection, both surgical and N-95 masks disposable gowns and Ty-vek suits. Bi-weekly orders are placed with a medical supplier that makes on-site deliveries. Additional orders have been placed with other suppliers as needed and available.

4. Staffing

- MBPCH is currently operating at full staffing capacity. To ensure no staffing shortages, MBPCH will cross train eligible ancillary staff as needed as direct caregivers as well as utilize administrative and supervisory staff for filling scheduling needs.
- Contracting with staffing agencies will be considered if unable to fulfill scheduling needs.

5. Dining

- Effective 08/17/20 residents not exposed to COVID-19 will be permitted to have communal dining. MBPCH plans to continue in-room breakfast service at Home I (Chestnut Ridge) until further notice. Lunch and Supper will be served in the dining room and 2 adjoining lounges to accommodate additional tables. Residents will be seated one person per table and will have assigned seating. There will be a minimum of 6 feet between residents. Lunch seatings will be at 12pm and 12:45pm, supper seatings will be at 4:45pm and 5:30pm. Sanitization procedures will be performed between meal services. Home II (Country View) will continue to serve breakfast, lunch and supper in the dining area and adjoining lounge with one resident per table spaced at least 6 feet apart.
- Appropriate precautions will be taken when feeding/assisting residents at high-risk for choking including eye protection and gowns. Staff assisting more than one resident at the same time will perform hand hygiene with alcohol-based hand sanitizer each time when switching assistance between residents.

6. Activities

- Only residents that are unexposed to COVID-19 may participate in social activities.
- All residents attending programs will be instructed on maintaining social distancing, hand hygiene and wearing of masks. Contact surfaces and chairs will be sanitized between programs by activity staff.
- Residents will continue to receive a weekly activity handout which is distributed every Monday with scheduled activities for the week and word puzzles which can be done independently.
- In step 1 of reopening limited activities will be conducted. Some activities will be conducted by hallway with residents seated within the doorway of his/her bedroom and the activity personnel communicating/overseeing activity in each hallway (ex: hallway bingo, hallway crafts). Some activities will be conducted in the designated activity room with small groups and seating marked on the floor with an "X" to ensure 6 foot spacing.
- In step 2 of reopening, limited activities will continue to be conducted with small groups and include the above guidelines. In addition, the facility will offer for residents to sign up for a 30-45 minute bus ride to offer an opportunity to leave the premises in a safe manner and provide a change of scenery.
- In step 3 of reopening, activities will be conducted with residents unexposed to COVID-19 and include social distancing, hand hygiene and offer of masks. Facility organized group outings may be permitted on a discretionary basis limited to no more than the number of people where social distancing between residents can be maintained.

7. Non-Essential Personnel

- In step 2 of reopening, certain non-essential personnel will be permitted in the facility. This will include, but is not limited to, hearing services and salon services.

- Non-Essential personnel will ring and enter at the main entrance of each facility. They will be screened for symptoms of COVID-19, temperature taken and recorded and signed in on log sheet. Hand hygiene and masks will be required at this time.
- Residents exposed to COVID-19 will not receive services from non-essential personnel. Non-essential personnel will have a designated space in the facility to provide the service. Social distancing, hand hygiene and masks will be ensured. Facility will permit only one resident to be serviced at a time or a minimum of 6 feet spacing between residents, facility will provide alcohol-based hand sanitizer and EPA approved bleach wipes for sanitizing contact surfaces between uses.

8. Visitation Plan

- Visitors must schedule their visits with the community life director.
- Visits will be scheduled on line by way of “Sign-up Genius”. If visitor does not have on line access they may call the community life director directly.
- At the time of scheduling, the policy and procedures will be emailed to visitors.
- Any resident suspected or confirmed to be infected with COVID-19 may not receive visits.
- At visitors’ initial visit, visitors will be educated in person at the facility regarding proper social distancing, resident safety, and infection control measures. All visitors will sign that they have received this education in person at the facility. This document will be kept on file by the facility.
- When arriving for a scheduled visit, all visitors will go to the designated check in point to be screened. A staff member or volunteer will take their temperatures and interview them for fever and COVID-19 symptoms. Any individuals with symptoms of COVID-19 infection (fever equal to or greater than 100.0 F, cough, shortness of breath, sore throat, myalgia, chills or new onset of loss of taste or smell) will not be permitted to visit with a resident. Visitors will sanitize their hands at this time.
- The names and contact information for each visitor will be taken at that time. This record will be kept on file.
- If other guests are being screened, visitors should wait at their car until advised by facility staff to move to the check in point.
- Visitors are limited to a maximum of two individuals.
- All visitors, including children over the age of 2, are required to wear masks at all times during the visit. Facemasks will be provided to residents, if they are able to comply, to wear during visits.
- Once the visitors are cleared at the check in point, they will proceed to the designated visitation station.
- After visitors are seated a staff member or volunteer will assist the resident to visitation station.
- All visitors must remain at least 6 feet from the resident and staff member(s) at all times during the visit. Children must be able to maintain strict social distancing.
- No food or beverages are permitted during the visit.
- Visitors are not permitted inside the building during Step 1 and Step 2 of reopening.
- Outdoor visits will take place at a table with chairs under a gazebo or canopy. Visitors and residents will be seated 6 feet apart at either end of the table. At step 3 when indoor

- visits are permitted, visitors will enter at the West Annex front entrance for Home I (Chestnut Ridge). They will be screened and sanitize hands in the foyer. Visitors are not to enter into the interior common area until directed by staff. Visitors will be escorted to the designated visiting area in the West Annex dinette space. Visitors and residents will be seated 6 feet apart at either end of the table. Visitors are permitted to use the public bathroom across from the dinette. Visitors for Home II (Country View) will ring the doorbell and be screened and signed in then escorted to designated visit station.
- Visits are limited to 30 minutes Sunday through Thursday or as staffing allows. Additional visits will be made available on Tuesday evenings. Visits will be scheduled on Sign Up Genius or by calling the community life director.
 - After the visit, resident and staff member will proceed to hand washing station or use hand sanitizer immediately after re-entering the building. Visitors are to sign out on departure and use alcohol-based sanitizer after the visit.
 - Visits are dependent on permissible weather conditions, sufficient staffing at the facility to meet resident care needs, and the health and well-being of the resident.
 - The facility will limit the length of any visit, the days on which visits will be permitted, the hours during a day when visits will be permitted, and the number of visits a family can make in a period of time.
 - Staff can terminate a visit at any time if compliance with these policies is compromised.
 - If a visitor develops signs and symptoms of COVID-19 (such as fever, cough, shortness of breath, sore throat, myalgia, chills, or new onset loss of smell or taste) within 14 days after the visit, that visitor *must* immediately notify Mrs. Bush's Personal Care Homes of the date of their visit and the resident and staff with whom they were in contact.
 - This facility will immediately screen the individuals who had contact with the visitor for the level of exposure and follow up with Director of Nursing.
 - Post Visit Cleaning- After each visitation the visitation station table, contact surfaces and chairs will be sanitized with EPA approved bleach wipes.

9. Volunteers

- Volunteers will be permitted at step 2. Screening upon entry, social distancing, hand hygiene and masking are required. Volunteers at this step are permitted to assist with outdoor visitation protocols only and may only perform duties with residents unexposed to COVID-19.
- At step 3 the same protocols are required for volunteers, however, duties are not limited to outdoor visitation protocol only. Volunteers may only conduct activities with residents unexposed to COVID-19.