

Adult Day Center of Somerset County, Inc.

Guidelines for Reopening – August 2021

The Adult Day Center of Somerset County, Inc. (ADC) is committed to providing the safest environment possible for our members, staff and volunteers. We have based our policies and procedures for reopening on the Center for Disease Control (CDC) guidance for adult day services centers, and New Jersey Department of Health Executive Directive NO. 21-007 (COVID-19 Related Health and Safety Requirements for the Reopening of New Jersey Adult Day Health Services Facilities). In the event additional best practice protocols are released, we will update our plan accordingly.

All members, staff and volunteers are expected to comply with the procedures and policies as set out in this document, and will be asked to confirm compliance with their signature before they are able to resume attendance at the ADC.

The ADC will reopen in phases. Only members and staff that are fully vaccinated will return to in person services during the initial opening. The initial phase will be a “soft reopening” beginning August 2, 2021 until September, and then the plan of operation will be re-evaluated.

All families to be part of the initial phase will be contacted to confirm that all required reopening paperwork has been received and is complete. Members have been divided into two cohorts, attending either 2 or 3 days per week. Center hours during the initial reopening will be 9:00am to 3:00pm. Initial assigned days of attendance will be confirmed with families. Somerset County Transportation services will not be available during the initial reopening. Aspects of Distance Programming will during our initial reopening phase.

The following steps will be taken to protect members and staff by promoting and engaging in preventive behaviors that reduce the spread of disease and maintain healthy operations and environments:

- **Advise us and do NOT come to the ADC if you, your loved one or any family member is sick or has been exposed to someone who has tested positive for COVID-19 in the past 14 days.**
- **Daily Health Screening** - A daily health screening and temperature check will be required for all staff and members at the beginning of the day (temperature must be below 100.4 degrees F).
- **Protective Equipment** – All staff members will be required to wear masks and appropriate Personal Protective Equipment (PPE) when interacting with members.
- **Hand Hygiene** – Staff will wear gloves, wash with antibacterial soap, or use alcohol-based hand sanitizer between caring for members and after touching any common surfaces. The staff will direct and assist members to do the same.

Adult Day Center of Somerset County, Inc.

Guidelines for Reopening – August 2021

- **Cleanliness and Hygiene** – Equipment and surfaces – games/puzzles/books, chairs, tables, doorknobs, rails, light switches, countertops and restrooms will be regularly disinfected throughout the day and at the end of each day.
- **Restricted Access** – To minimize potential exposure, families/caregivers will have limited access to the ADC beyond the vestibule.
- **Visitor and Vendor Restrictions** – All outside entertainers and volunteers will be put on hold during the initial reopening.

Drop-Off Procedure

- Families will be informed of a drop-off time period.
- Upon arrival, family/member should stay in their car. A staff member will greet you, review a series of screening questions (see attached) and take the member's temperature.
- Upon successful completion of screening, a staff member will escort your loved one into the building.

Pick-up Procedure

- When picking up your loved one, do not leave your car. A staff member will bring your loved one out to meet you.

IMPORTANT NOTE: If any member exhibits any signs of illness or a higher than normal temperature, their caregiver will be called to pick them up, and the member will be isolated until the caregiver arrives.

General Guidelines

Members, staff and volunteers are asked to stay home if someone they reside with is feeling ill. Individuals who are experiencing coughing or shortness of breath, or anyone experiencing at least one of the following symptoms (fever, headache, new loss of taste or smell, sore throat, chills or muscle pain) is encouraged to call their healthcare provider for medical advice. Individuals experiencing these symptoms CANNOT come to the ADC. They are to follow any quarantine or self-quarantine instructions recommended by their medical provider. Prior to returning to the ADC, a medical provider must send documentation that the individual is COVID negative and cleared to return.

Adult Day Center of Somerset County, Inc.

Guidelines for Reopening – August 2021

If a member, staff member or volunteer is diagnosed with COVID-19 **OR** if anyone that a member, staff member or volunteer has been in contact with is diagnosed with COVID-19, they must alert the ADC immediately so necessary precautions can be taken.

All members/caregivers, staff and volunteers must sign this document **AND** the Acknowledgement of Risk, Release of Liability and Acceptance of Services Form prior to their return to the ADC.

Any questions or concerns can be directed to Diann Robinson, Executive Director, at drobinson@aduldaycenter.org.

Please sign below to confirm that you have read all information in this document and that you and your family are able to adhere to protocols detailed above.

Member Name: _____

Caregiver Signature: _____ **Date:** _____

ADC Signature: _____ **Date:** _____

NOTE: This document will be updated as necessary as the ADC moves through our phases, and to comply with new guidelines/recommendations from federal, state and local public agencies.