

## Community Supports Covid-19 Guidelines

To all Community Hab and Respite Staff:

- Individual's temp must be taken once a shift at the beginning. Report temps of 100.0° or greater to Alicia Krey, FI Coordinator: 607-343-9221 or [a.krey@hcaserves.com](mailto:a.krey@hcaserves.com)
- Staff temps must be taken before arriving to pick up their individual. Record and email to Alicia Krey ([a.krey@hcaserves.com](mailto:a.krey@hcaserves.com)).
- All temps 100.0° or greater must be reported to the FI coordinator. Staff will be sent home and cannot return to work until they have been fever free for 72 hours without fever reducing medication. The FI coordinator will be in contact with the nurses and further direction on returning to work on a case by case basis.
- Staff are to wear a mask while working with their individual. Masks need to be changed every 2 hours and/or when soiled. Refer to the guidelines for putting on and taking off PPE that you have already been sent.
- Staff must wash their hands and individual's hands (while awake) every 2 hours and/or when soiled...SET TIMER! When out in the community, wash hands and/or use hand sanitizer.
- Staff must sanitize all surfaces in the vehicle if the individual is to ride in it-prior to the first individual and between individuals (seat, dashboard, handle, door) every shift with disinfecting spray or wipes.
- Staff are encouraged to bring a change of clothes/shoes or slippers to wear while providing physical Community Hab. it is recommended to leave your shoes outside or at the entryway and change your clothes as soon as you come in. CDC also recommends you change again at your house before going in and showering before you touch anything.
- If staff are in the home, all people in the home must wear masks at all times. All people in the home must check their temperature and record any potential symptoms on the COVID-19 checklist. Social distance must be maintained and commonly touched surfaces must be wiped down at the beginning of each shift.
- If anyone in the individual's home is above the temperature cut off or fails the COVID-19 screenings, then services will not be able to be provided for in home or community services.
- If staff or anyone in the individual's household have been to any of the Broome County locations listed as having positive COVID-19 cases, you must quarantine:  
[https://www.gobroomecounty.com/hd/coronavirus/public\\_statements](https://www.gobroomecounty.com/hd/coronavirus/public_statements)

**Thank you for all you do for our individuals! You are all greatly appreciated!!**

Updated 10/6/2020 AK

*By order of the Governor, anyone traveling to a state (after June 25th) with positive test rate higher than 10 per 100,000 residents, or higher than a 10% test positivity rate, over a seven day rolling average, and which the commissioner of the department of health has designated as meeting these conditions is required to quarantine for 14 days. On Friday, the Governor issued an Executive Order clarifying that employees who travel voluntarily to any of these states shall not be eligible for benefits under the New York State Emergency Paid Sick Leave Law. Employees should be aware that voluntary travel to any of these states could result in loss of pay during the required quarantine.*

*The list of impacted states will be updated frequently and can be found on the [Department of Health website](https://coronavirus.health.ny.gov/covid-19-travel-advisory) (<https://coronavirus.health.ny.gov/covid-19-travel-advisory>)*