

July 08, 2020

To: All Assisted Living Homes

From: Senior Leadership Team

ASSISTED LIVING HOMES (including Family Habilitation and Foster Care homes)

Assisted Living and Congregate Settings

Hope's Policies are reflective of our organizational values seeking to achieve balance between safety & security and joy, relationships, choice and independence while incorporating compliance with health mandates and guidance from funding and regulatory authorities.

The Department of Health and Social Services issued COVID-19 Recommended Guidance for Congregate Residential Settings on June 30, 2020 outlining consideration and mitigation steps with criteria that MUST be met prior to transitioning to the next re-opening phase.

Phase I is the highest level of vigilance

Phase II allows limited visitation for compassionate care, essential medical professionals and close family members

Phase III allows visitation of non-essential healthcare/contractors and volunteers

These considerations include:

- Community Case status in the region (average cases per 100,000 per day over 14 days)
- Congregate setting Case status (no new cases in the setting for 14 days)
- Adequate Staffing
- Access to Adequate Testing
- Access to Adequate Personal Protective Equipment and Universal Precautions
- Resident/Staff Testing
- Dining/Group Activities
- Community Trips
- New Admissions

Hope's Senior Leadership Team conducts a weekly review of active cases within the State as reported by DHSS and the trends indicated. Cases for both residents and non-residents are significant as travel into the State of Alaska is not closely managed for quarantine purposes and many exposure events are directly related to travel activities.

Data from July 5, 2020 reports are showing trends that support Hope remaining in high vigilance (Phase I) for assisted living homes, with continued use of a value based risk/benefit

discussion tool to develop person-centered mitigation plans to encourage safe outdoor activities, exercise and family visits.

Anchorage Region: 339 active cases, 4.7 avg case rate last 14 days trending up (6.7 avg case rate last 7 days)

Kenai Region: 84 active cases, 5.1 avg case rate last 14 days trending up (7.1 avg case rate last 7 days)

Kodiak: 10 active cases

Matsu Region: 72 active cases, 4.0 avg case rate last 14 days trending up (5.2 avg case rate last 7 days)

We understand that many residents in assisted living homes are struggling with the inability to see their parent/guardian/family members in person. While non-essential visits inside the Assisted Living Home are NOT permitted, (including State of Alaska Licensing inspections and Care Coordination visits), summer weather encourages outdoor meet-ups.

Guardians or family members who live out of state have access to each home via a tablet and ZOOM capability or traditional phone calls. Zoom meetings allow visual connection.

Senior and Disabilities Services maintains the COVID-19 Guidance for Long Term Care, Residential and Assisted Living Facilities issued March 23, 2020 by the State of Alaska Public Health Department Epidemiology.

The components of Hope's policy already in place, based on this planning guidance includes:

- A. Hope Health line to answer questions and assist staff**
- B. Actively watching for changes in symptoms of recipients daily**
- C. Screen all staff at the beginning of their shift (with the Daily Screening Form)**
- D. Restrict and log all visitors, except essential visitors such as medical providers or home. Communicate with all visitors why restrictions are in place and how important it is to protect residents. (This sets the current expectation that NO VISITORS are allowed into Assisted Living Homes, including guardians and parents).**
- E. Cancel all group activities, except within the same household**

Hope has designated and equipped separate home environments which will be used to isolate any recipients who may contract COVID-19 and receive positive test results.

Mask or Face Covering Mandate within Hope Community Resources

On June 26, 2020, Mayor Berkowitz issued a mask mandate for the Municipality of Anchorage.

Hope's Senior Leadership Team is aligned with the reasons for this policy and will apply it across Hope:



Municipality of Anchorage

Ethan Berkowitz, Mayor

MUNICIPALITY OF ANCHORAGE PROCLAMATION OF ADDITIONAL EMERGENCY ORDER EO-13 REQUIREMENT FOR MASKS OR CLOTH FACE COVERINGS

ISSUED BY THE MAYOR OF THE MUNICIPALITY OF ANCHORAGE PURSUANT TO ANCHORAGE MUNICIPAL CODE SECTION 3.80.060H.

The COVID-19 pandemic has generated a public health emergency that threatens to overwhelm our health system, endangering the lives and wellbeing of the people of Anchorage. A phased reopening has allowed businesses to get back to work, with precautions in place. But with cases rising in Anchorage and throughout Alaska, our open status is in jeopardy unless more individuals in Anchorage act decisively to stop the spread.

BALANCING PERSON-CENTERED LIVES while REOPENING RESPONSIBLY

Many of the current restrictions emphasize Hope's value of safety and security. To bring other values of relationship, joy, choice, opportunity, individuality and dignity into focus, Hope is utilizing an existing structure of support team meetings to assess and implement risk/benefit discussions. With the intent of responsibly accessing meaningful life opportunities as Alaska re-opens and experiences the effect of increased cases, this approach maintains Hope's approach of "the language of Yes" and avoids a "one size fits all" restriction level.

We understand that many residents in assisted living homes are struggling with the inability to see their parent/guardian/family members in person. While visits inside the Assisted Living Home are NOT permitted, with weather improving outdoor meet-ups are more possible.

For guardians or family member lives out of state, please assure they know that each home has a tablet and ZOOM capability so continue to use phone or zoom meetings to maintain visual connection.

For guardians or family members who live in-state, use the support team planning process with some additional discussion tools to develop an individualized approach and also addresses risks to other residents. These include:

- The AADD COVID-19 emergence for SDS matrix to understand a variety of factors in considering safety/restriction levels
- The AADD Reopening Risk Benefit Discussion Guide May 2020 to assess what risk level and additional safeguards might be needed based on situational, age, health and residential factors
- The AADD Risk Level descriptions for Community Settings and possible additional safeguards to consider for lowering risk
- The Support Planning Team Notes document to record the discussion regarding the individual, and including the Care Coordinator for potential Appendix K amendment need
- A Home Alliance Team record to assure that other residents and guardians are in alignment

Here are some general guidelines for out-of-the home meetings:

1. Choose a place like a park where 6 foot social distancing can be maintained from the guardian or family member and other space users. Look for a park with a covered area, in case it rains. Or, a walk around the neighborhood can be planned.
2. Each family member should be asked the same screening questions as employees or essential visitors before the meeting begins, and be willing to wear a face covering.
3. The staff and recipient will also wear face covering and gloves before leaving the home, and wash their hands immediately upon returning. Staff will provide transportation if necessary and remain present.
4. Hugs, eating meals together and physical contact are to be avoided at this time. “Share” a meal through a Zoom or other Facetime method. If full social distancing can be maintained, a short “mask break” to have a drink or eat an ice cream is acceptable, and the family member could have a similar “mask break” to create a sense of sharing a treat.
5. If planned outdoor option is not possible due to weather or other climate conditions, Hope may assist in designating a visiting area indoors that can be properly sanitized between visits. More information will follow. Visits with family or guardians at indoor restaurants and other business locations are not permitted at this time.

More information and guidance, as well as opportunities for question and answer sessions will come from the Program Leadership Team in applying this process to individual situations.

REMEMBER!

COMMUNITY- BASED ACTIVITIES: MEDICAL APPOINTMENTS, GROCERY SHOPPING, RESTAURANTS and TRANSPORTATION

Activities for recipients outside the home are encouraged for getting fresh air and exercise with face coverings and where social distancing of at least six feet from other people in public can be maintained!



Medical Appointments: As more “non-essential procedures” and services are becoming available, contact the provider to learn what their personal protective procedures are and whether accompanying staff are allowed into the appointment. Ask the provider if not doing the procedure or keeping an appointment would more harmful than the risk of COVID exposure. Ask if the procedure requires a COVID test to be completed beforehand. Make a plan for keeping the

appointment and send it into the Hope Health Line at least 72 hours before the appointment for approval or plan adjustment.



Grocery Shopping, and other Stores

As business begin to reopen, our risk of exposure INCREASES as other community members are not always responsible in observing social distancing and face coverings.

For essential grocery or other supplies, schedule one day a week for shopping and plan ahead. Only ONE staff from the home should use the pick up or home delivery service. Staff must wear gloves, face mask or other protective equipment available. Gloves should be disposed of immediately upon leaving the store in a trash bin or bag. If none of these options are available, contact your supervisor so we can arrange delivery of essential supplies. Pay attention to the instructional videos on Hope News that demonstrate proper use of protective equipment, and decontamination of goods purchased. Hope has received more supplies of masks and gloves.

TAKING RECIPIENTS FROM ASSISTED LIVING HOMES INTO GROCERY, RESTAURANTS AND OTHER STORES HAS A HIGH RISK OF EXPOSURE TO OTHER RESIDENTS AND STAFF!

Lack of access to personal care services like hairdressing salons, and other services that normalize life, like a phone replacement may be increasingly challenging for our recipients! If there is a pressing need to access these services, make a support plan and contact the Hope Health Line for approval.

Disciplinary Action will result if this is not followed.

Transportation for Community Activities, including Day Habilitation

Transportation usually reduces social distancing, so extra care must be taken before transporting recipients in Hope vehicles with staff who are not living with the recipient. The State of Alaska has also authorized many of these services to be delivered remotely or in the person's residence.

We encourage recipients to get out and receive fresh air and a change of scenery but before transporting, ask the following questions:

1. Can the service be provided in the home or neighborhood while maintaining social distance from others?
2. Is driving essential to providing the service?
3. If so, do you have the necessary PPE including face masks and gloves for yourself and the recipient?
4. Do you have supplies to disinfect the vehicle after returning from the outing?
5. Does the transportation meet a Day Habilitation goal in the person's Plan of Care?

