

Life's Promise Care Home Inc.
2053 State Route 711
Ligonier, PA 15658
724-593-1240

July 13, 2020
(Revised August 18, 2020)

COVID-19 Policies/Plan to reopen

1a. **Testing Plan**

- a. Life's Promise Personal Care Home Inc. has completed initial baseline universal testing.
- b. Life's Promise Personal Care Home Inc. has contracted with Med Health Services for COVID testing. All residents that reside in Life's Promise Personal Care Home Inc. will be tested within 24 hours when symptoms of COVID-19 are present. If needed, specimens will be collected and returned to Med Health Services via Fed Ex. Life's Promise Personal Care Home Inc. also has additional testing kits. Specimens can also be obtained by Rebecca Svec CRNP and taken to Ligonier Diagnostics, Frick Hospital Lab or Latrobe Hospital Lab.
- c. If Life's Promise Personal Care Home Inc. experiences incidence of COVID-19 infection, MHS lab will provide additional universal testing of all residents and staff, including asymptomatic staff and residents; then weekly serial testing thereafter until no positive tests result for 14 days from the most recent positive result.
- d. All new hires will be screened for symptoms and/or potential exposure to a suspected or confirmed COVID case. If the screening is positive and/or they have been exposed to someone that has suspected or confirmed COVID 19 they be will asked to quarantine for 14 days or obtain a negative COVID test. For a new hire that does not fall into the high-risk category based on Return to work screening, the employee may return to work after the employee has been symptom free for 24 hours.
- e. Residents have the right to decline testing. If a resident declines testing, the resident will be quarantined to their bedroom for 14 days from the date testing was refused.
- f. It is strongly encouraged that all staff be tested for COVID-19 initially and as needed per testing recommendations per DOH. Any staff member that refuses tested will be screened and reviewed on an individual basis by the nurse practitioner. Depending on the circumstances, the staff member may or may not be excluded from work. In the event that a particular testing route is deemed medically inadvisable (such as a nasopharyngeal swab), an alternative route will be sought (such as an anterior nares sample).

1b. **Staff member infection policy**

- a. Facility will refer to 2020-PA-501-05-01 UPD regarding return to work criteria based on suspected or confirmed COVID infection.
- b. If a staff member develops a fever or signs/symptoms of COVID-19 they are not permitted to report to work. They will be asked to seek medical treatment if necessary, stay home until they feel well and must call the nurse practitioner or administrator for further screening/instruction prior to reporting back to work.
- c. If a staff member develops a fever or signs/symptoms of COVID-19 during their shift, they must report to the nurse practitioner or administrator and leave the facility immediately.
- d. A staff member that has had exposure to a confirmed case of COVID-19 in the community must report this to the nurse practitioner/administrator immediately and await further instruction prior to entering the facility.

2. **Plan to isolate or cohort residents diagnosed with COVID-19**
 - a. Upon the incidence of COVID-19 at Life's Promise Personal Care Home, bedrooms will be designated as RED, YELLOW, or GREEN areas. Once universal testing is performed and negative result is received for each resident and employee, each bedroom would be considered a green zone. If COVID is suspected, the affected resident's bedroom will be designated as YELLOW (potentially exposed). Upon COVID + lab result, the affected resident's bedroom will be designated as a RED and the rest of the hallway or any resident(s) that the infected person came into contact with will be considered "potentially exposed" areas or yellow zones until weekly serial testing is performed 14 days from the most recent positive test. A hallway will be considered GREEN if no COVID is suspected or all residents had no risk of exposure. A hallway would only be labeled a RED zone should all residents in a hallway have a positive COVID test result.
 - b. During an incidence of COVID infection(s), all residents will be isolated to their bedroom with the door closed. All essentials such as meals, care needs, etc. will be provided in the bedroom.
 - c. All staff members have been trained in "Donning/Doffing" PPE. Full PPE will be required prior to entry to a bedroom of a COVID + resident (RED) or COVID potentially exposed (YELLOW). A "donning" and "doffing" station will be designated in each hallway of a RED or YELLOW zone. Any resident that resides in a semi-private room in a RED or Yellow hallway, when possible will be moved into an unoccupied single bedroom.
3. **Plan to actively screen visitors, employees, and residents**
 - a. All visitors, volunteers, non-essential personnel, and essential personnel will be required to complete the COVID-19 SCREENING FOR VISITORS. If anyone answers yes to any of the screening questions, they will be asked to refrain from entering the building. All permitted visitors MUST wear a mask and use antibacterial hand sanitizer upon entry.

A mask is required for all staff members, visitors, non-essential personnel, and essential personal when an outbreak of COVID is not suspected. When an outbreak of COVID is confirmed, visitation will be restricted and PPE protocols will be used.
 - b. All residents will be screened for signs and symptoms of COVID-19 daily. Temperature checks are documented daily.
4. **Plan to maintain PPE supply and train staff on use**
 - a. Knowledge and education regarding how to don and doff PPE in full (N-95 mask, gloves, gown, and eye shield) per CDC guidance is a requirement of employment at Life's Promise PCH. Education may be via instructional video and/or live demonstration.
 - b. A current and adequate supply of PPE is in place. Should incidence of COVID-19 develop, whereas increased PPE needs are required, James Stambaugh, owner, will do a weekly inventory and order from existing suppliers contracted with our facility. Our facility is also in contact with Michele Zona with the Westmoreland County Department

of Safety for any critical supply needs should we develop a need based on the supply chain shortages.

5. **Plan to maintain adequate staffing**

a. Should the facility develop an outbreak of COVID-19, staffing shortages are expected. Life's Promise Personal Care Home exceeds staffing levels based on Department of Health Requirements. Should staffing contingencies be in place, Life's Promise Personal Care Home may reduce staff hours to meet Department of Health requirements, as an alternative to exceeding the hours. Life's Promise Personal Care Home is also contracted with Dedicated Nursing Associates to support staffing needs should they develop.

6. **Dining Services**

a. Communal dining is limited to residents unexposed to COVID-19. Residents may eat in the same room with social distancing in place. This may require mealtimes to be served in shifts. Meal times may be staggered to allot more residents to be served in the dining room with social distancing in place.

b. If a resident is at risk of choking, gloves and masks will be utilized for the staff member(s) assisting that resident. If a staff member is assisting more than one resident, the staff member will perform hand hygiene each time the staff member switches between residents.

c. All dining surfaces are wiped down with Envirox.

7. **Plan to resume visitation**

a. During reopening phases, we are required to establish a schedule of visitation. Visitation must only be in areas designated as neutral.

Visitation is limited to thirty-minute scheduled intervals as we phase back, with plans to increase time frames as quickly as possible.

Appointments must be made 24 hours in advance. There are 2 designated neutral zones, one indoor and one outdoor.

b. For outdoor neutral zones, umbrellas will be provided. The outdoor visitors will be screened at the deck entrance in the back of the building. Two visitors at a time are permitted. Staff members will anticipate your arrival. Please call in advance if you will be late or if you are at the facility and a staff member has not greeted you.

c. For indoor neutral zones, designated staff members will screen visitors at the activity area door in the back of the building. Two visitors at a time are permitted. Staff members will anticipate your arrival. Please call in advance if you will be late or if you are at the facility and a staff member has not greeted you.

d. Before and after visitation for indoor and outdoor areas, areas will be wiped down with Envirox. The areas will be sanitized weekly with an electrostatic sprayer with Vitaloxide. Quarterly areas will be treated with Add-A-Shield. Social-distancing must be maintained. The neutral zones will have a clearly defined 6 feet distanced seating area. Visitors must comply with a face mask for the entire visit and wear it properly. If a visitor does not pass screening, visitation will be refused. Visitors must perform hand hygiene before and after visitation, sign in and out, and stay in the neutral areas designated for visitation. Visitation will not be permitted or scheduled during mealtimes. Children are permitted when accompanied by an adult visitor. Adult visitors must be able to manage their children. Children older than 2 years of age must wear a facemask during the entire visit and must maintain strict social distancing.

8. **Plan to halt reopening process**

- a. If Westmoreland County reverts to the Red Phase of the Governor's reopening plan, all visitation will cease with the exception of medically necessary services such as hospice care and home health nursing.
- b. Telehealth will be encouraged when applicable.
- c. Outings from the facility will only be permitted in the event of medically necessary medical treatments/appointments.
- d. Compassionate care visits will be allotted for those residents whose terminal condition has further deteriorated.
 - 1.) Visitation for compassionate care visits must be scheduled.
 - 2.) Any visitors that do not pass screening will not be permitted to visitation despite circumstance.

9. **Activities**

- a. Upon entering step three of the reopening plan per DOH, activities may be conducted with residents unexposed to COVID-19. Social distancing, hand hygiene, and universal masking is required.

10. **Non-essential personnel**

- a. Upon entering step three of the reopening plan per DOH, non-essential services and persons are permitted.
 - 1.) Universal masks must be in place, equipment and seating areas wiped down with Envirox before and after services are performed. Social distancing must be maintained when services are not being performed.

11. **Volunteers**

- a. Upon entering step three of the reopening plan per DOH, volunteers are permitted.
 - 1.) Volunteer activities must be limited to those residents unexposed to COVID-19. Screening, social distancing, and universal masking is required.

