

RESPONSE TO CLIENT HAVING BEEN TESTED FOR COVID-19 AND PENDING TEST RESULTS

- Client is isolated to their room and bathroom to the greatest extent possible, ensuring social distancing between housemates
- Client is provided a mask to wear as much as they will tolerate
- All community outings for that client and housemates are cancelled
- The Program Supervisor, Program Coordinator, Direct Support Professionals and any other employees who had contact with that client/household are asked to not come to the office
- If the Healthcare Coordinator accompanied the client to the appointment, they are sent home pending results (may work remotely)
- Notify all guardians
- No visitors to the house other than essential staff
- Ensure staff have necessary PPE including gloves, masks, gowns and goggles, reminding staff to use
- Ensure staff have an adequate supply of disinfecting supplies and increase the disinfecting and cleaning protocols of common surface areas
- Follow reporting notification for suspected diagnosis
- Seek prompt medical attention if the illness is worsening (e.g., difficulty breathing). **Before** seeking care, call your healthcare provider and tell them that the individual may have, or are being evaluated for, COVID-19. Put on a facemask before they enter the facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed.
- If they have a medical emergency and need to call 911, notify the dispatch personnel that the individual may have, or are being evaluated for COVID-19. If possible, put on a facemask before emergency medical services arrive.
 - If the test results come back negative for COVID-19, the client and household return to usual measures being taken to reduce risk of exposure.

RESPONSE TO A POSITIVE TEST RESULT OF A CLIENT OR CLIENTS IN A HOUSEHOLD

- The house will be quarantined for 14 days from the last exposure or if not known, from the date of the positive COVID-19 test result.
- Agency will consult with DDA and MDH regarding if quarantine site is available or quarantine at home is recommended/available
- Unless symptomatic, the staff may continue to work their shifts in the home, using all PPE for safeguards, practicing universal precautions at all times. Upon returning to their home after shift, they are to quarantine at home.
- Clients are isolated to their rooms and bathrooms to the greatest extent possible, ensuring social distancing between housemates
- Clients will eat meals and snacks in their rooms as communal meals will not be allowed during the quarantine period
- The Program Supervisor, Program Coordinator, Healthcare Coordinator and any other employees who had contact with that client/household are to quarantine at home and may work remotely if possible
- Notify all guardians
- No visitors to the house other than essential staff
- Ensure staff have necessary PPE including gloves, masks, gowns and goggles, reminding staff to use
- Ensure staff have an adequate supply of disinfecting supplies and increase the disinfecting and cleaning protocols of common surface areas
- Follow reporting notification for suspected diagnosis
- If any client or staff develop symptoms of COVID-19 during the 14 day quarantine period, they are considered to have the disease and must remain isolated to three (3) full days after their fever is gone (without the use of fever-reducing medication) and no other symptoms of disease before they can come out of isolation.
- Seek prompt medical attention if the illness is worsening (e.g., difficulty breathing). **Before** seeking care, call your healthcare provider and tell them that the individual may have, or are being evaluated for, COVID-19. Put on a facemask before they enter the facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed.
- If they have a medical emergency and need to call 911, notify the dispatch personnel that the individual may have, or are being evaluated for COVID-19. If possible, put on a facemask before emergency medical services arrive.

RESPONSE TO EMPLOYEE HAVING FIRSTHAND CONTACT WITH PERSON WITH A KNOWN CASE OF COVID-19

- The following steps will be taken for any home where the staff has worked in the last two weeks:
 - ✓ Clients will be isolated in the home for 14 days from date of last known exposure. All community activities will be cancelled during this time
 - ✓ Management/Supervisor will verify the house has sufficient supplies of PPE and cleaning supplies, within existing supplies
 - ✓ Emphasis placed on cleaning and disinfecting protocols and PPE use in the home
 - ✓ Guardians of all impacted clients will be notified
- The employee should actively monitor for symptoms consistent with COVID-19 infection
- HR and the Program Supervisor will review staff schedule and alert the homes where the staff person has worked over the last two weeks. These homes will follow this isolation protocol as outlined in RESPONSE TO CLIENT HAVING BEEN TESTED FOR COVID-19 AND PENDING TEST RESULTS.
- The employee will be instructed to notify their healthcare provider to request testing or go to a local testing facility
- If the test results come back negative, the employee can return to work under the following conditions:
 - ✓ Symptoms have resolved
 - ✓ It has been at least 24 hours since the fever has gone without the use of fever-reducing medications (for persons who develop fever)
 - ✓ The employee must wear a facemask at all times while at work in the home, if there is a sufficient supply of facemasks, until 14 days after the date of exposure.
 - ✓ If new symptoms arise during the 14-day monitoring period, retesting is indicated)
- If the test results come back negative, see the following protocol

RESPONSE TO EMPLOYEE RECEIVING A POSITIVE COVID-19 DIAGNOSIS

- The following steps will be taken for any home where the staff has worked in the last two weeks:
 - ✓ Clients will be isolated in the home for 14 days from date of last known exposure. All community activities will be cancelled during this time
 - ✓ Management/Supervisor will verify the house has sufficient supplies of PPE and cleaning supplies, within existing supplies
 - ✓ Emphasis placed on cleaning and disinfecting protocols and PPE use in the home
 - ✓ Guardians of all impacted clients will be notified
- The employee is to quarantine at home and is not allowed to work until the following conditions are met:
 - ✓ At least three days (72 hours) have passed since recovery, which is defined as resolution of fever without the use of fever-reducing medications; AND
 - ✓ Improvement in respiratory symptoms (e.g., cough, shortness of breath); AND
 - ✓ At least seven (7) days have passed since symptoms first appeared.
- The employee may return to work provided the above health conditions are met and the following precautionary measures are taken:
 - ✓ Employee must adhere to respiratory hygiene, hand hygiene, and cough etiquette; and
 - ✓ Wear a facemask at all times while in the healthcare facility, if there is a sufficient supply of facemasks, until all symptoms are completely resolved or until 14 days after illness onset, whichever is longer.