

Subject: Baseline Universal Test for SARS-CoV-2

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will comply with PA DOH order for LTCF issued 6/26/2020 related to universal baseline testing for SARS-CoV-2

Procedure:

1. Any resident or staff person who was tested prior to 6/12/20 and whose test result was negative and any resident that was not tested will be tested.
2. South Mountain Memory Care will utilize Health Networks Labs to conduct universal testing.
3. All orders for testing will be obtained by a physician.
4. If a resident or their responsible party refuses to be tested, the community will consider the resident to be COVID-potentially exposed and resident will be required to isolate for 14 days after a refusal. If resident demonstrates symptoms of COVID, testing will be re-visited with resident and responsible party.
5. If an employee refuses testing, community will follow internal protocols.

Subject: Reporting of Baseline Testing

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will comply with PA DOH order for LTCF issued 6/26/2020 related to reporting of baseline testing.

Procedure:

1. Baseline testing will be reported to the Department of Human Services utilizing DHS specified reporting form
2. Baseline testing will be reported within 48 hours of completing the baseline testing.

Subject: Prerequisites

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will meet the prerequisites as outlined in order of secretary of PA DOH issued June 26, 2020.

Procedure:

1. In cases where resident tests positive for COVID-19, resident will be isolated to their room.
 - a. Team will wear appropriate PPE to care for resident in their own room
 - b. Universal precautions and disinfecting will be practiced throughout.
2. Cohorting of COVID-19 residents to a specific wing or floor will not occur.
3. Testing plan for compliance - see baseline universal testing and reporting plans
4. SMMC will conduct with a 3rd party vendor that is capable of testing within 24 hours
5. SMMC will contract with a 3rd party vendor that is capable of testing large quantities should an outbreak occur. If 3rd party vendor is unavailable SMMC will reach out to vendors provided to us by Department of Human Services
6. SMMC will work with team members to ensure testing locations are available for them
7. In instances where residents decline to a point that they are unable or unwilling to be tested, they will be presumed to be exposed and isolated for 14 days to their room
8. Community will continue to follow staffing plan as outlined in our Policy and procedures
9. Team will closely monitor publications from the State as to our current phase Red, Yellow, or Green. Should our county experience a change in Phase, community will immediately enact appropriate corresponding stage as outlined in this document.

Subject: Mandatory Reporting

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will report cases of COVID-19.

Procedure:

1. All COVID-19 positive test results will be submitted to the Department of Human Services provided website, the DHS COVID-19 Reporting Tool.

Subject: Criteria for Advancing or Regressing through Steps

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will re-open in a staged deliberate progression.

Procedure:

1. This document and the articles contained are an outline of stages that the community will follow in its reopening plan.
2. Step 1: see content outlined in this document for procedures for disciplines for Step 1
3. Step 2: prior to moving to step 2, community will have no new cases of COVID 19 for 14 days. Should the community have a new case of COVID 19 during step 2, community will revert back to Step 1 and restart 14-day count.
4. Step 3: SMMC will enter Step 3 if we have met prerequisite to move to step 2 and then had an additional 14 days without a new case. If at any point the community has a new case of COVID 19 during step 3 we will revert back to step 1 and restart steps.
5. If the county reverts back to a Yellow or Red phase, community will comply with reverting back to Step 1.

Subject: Infection Control and Personal Protective Equipment (PPE)

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will practice Infection Control

Procedure:

1. All staff will have proper PPE utilization reviewed with them.
2. SMMC will screen employees prior to start of shift.
3. SMMC will screen residents daily on every shift.
4. All Essential visitors to the community will be screened upon arrival. Essential visitors will not be allowed to enter facility before temperature check and screening by SMMC staff member.
 - a. Staff and Essential Visitors will be screened with temperature, questionnaire compliant with CDC recommendations
5. Team Members are expected to wash hands or sanitize regularly
6. Prior to entry to the community all Personnel and Essential Visitors are expected to use hand sanitizer and disinfect foot ware or bags coming into community
7. HSKP team will clean hard surfaces several times daily
8. Team will empty trash bins frequently to minimize spread of germs.
9. If Team Member is sick (displaying symptoms) they will be sent home immediately.
10. If Team Member begins displaying symptoms prior to start of shift they are to remain home and notify Supervisor.
11. Contractors performing essential services will be screened into community and kept away from residents
12. Deliveries are only permitted to a designated area; all items are disinfected prior to bringing them into the community by SMMC staff.
13. All Residents, Staff, and Essential Visitors are expected to comply with wearing proper PPE i.e. universal masking

Subject: Visitor Policy

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will allow visitors under a staged progression.

Procedure:

Stage 1:

1. The following people are permitted in the community during this stage:
 - a. Physicians, NP, PA, and other necessary clinicians
 - b. The Department of Aging including the Ombudsman only when there is concern for serious injury, sexual abuse, or serious physical injury
 - c. Hospice services, clergy and bereavement counselors, who are offered by licensed providers
 - d. Family members of resident actively on hospice services
 - e. Department of Human Services or designees working on behalf of the Department

Stage 2:

1. In an effort to maintain resident safety and the operations of the community we will establish visitation hours. Visitation hours will be presented to families through email blast and schedule will be maintained by Executive Director and Business Services Director.
2. A Visitation Space will be established at SMMC in order to protect resident safety. Currently window visits allow resident safety from the elements.
3. Staff are trained to disinfect visiting areas at the conclusion of resident visit. Because of the use of Window visits, families and residents will be required to maintain social distance
4. Because visitors will be outside and mandated to wear a mask a group of no more than 5 visitors is permitted at a time per resident
5. Residents that are COVID-19 positive are not permitted to receive visitors
6. Community will also utilize digital programs to allow for virtual visitation.
7. Children are permitted to visit, but must be accompanied by an adult at all time.
8. When necessary team members will escort residents to and from visitation areas i.e. cognitive issue or physical issue requiring assistance
9. Visitors are not permitted to visit if they fail to pass screening (temperature, screening questions).
10. Visitors are required to use hand sanitizer and wear a facemask during entire visit

Stage 3:

1. All parameters of Stage 1 and Stage 2 are met
2. SMMC will continue visitation as outlined in section 1 and 2

Subject: Dining Services

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will provide a safe dining environment based on resident needs

Procedure:

1. SMMC will provide in-room meal service for residents assessed to be capable of feeding themselves without supervision
2. At risk residents for choking or aspiration will be served in a common area under the following conditions:
 - a. Spaced apart 6 feet
 - b. Staggered arrival time
 - c. Mandatory face masks until seated at table
 - d. Staff will wear appropriate PPE before assisting residents not limited to gown, face shield, goggles etc.
3. Communal dining will be allowed under the following conditions:
 - a. Residents is unexposed to COVID-19
 - b. Residents are spaced 6' apart
 - c. Staff will utilize disinfectants in-between meal service

Subject: Activities

2600: Order of the Secretary of PA DOH issued June 26, 2020

Policy: South Mountain Memory Care will offer programming in the following way.

Procedure:

Stage 1

1. Activities will be limited to residents unexposed to COVID-19
2. No more than four residents will be permitted to attend
3. Seating will be in such a way that residents are provided safe social distance
4. Hand hygiene, universal masking and proper disinfecting will be practiced
5. Focus will be on individualized programming for residents unable to attend small group

Stage 2

1. Activities will be limited to residents unexposed to COVID-19
2. No more than five residents will be permitted to attend
3. Seating will be in such a way that residents are provided safe social distance
4. Hand hygiene, universal masking, and proper disinfecting will be practiced
5. Focus will be on individualized programming for residents unable to attend group programs

Stage 3

1. Activities will be limited to residents unexposed to COVID-19
2. Social distancing, hand hygiene and universal masking will be practiced
3. Will continue to monitor individualized programming for residents unable to attend group programs
4. Outings will be planned for residents unexposed to COVID-19.
 - a. Outings will be limited to allow for social distancing in bus or van
 - b. Hand hygiene and universal masking are required.