June 25, 2020

Dear Edenton Campus Residents, Family Members and Staff:

Families and Residents – Thank you for your patience. I am sure that as you read thru the table for phased actions and topics last week, you were excited to get to the end or "normal" use and activity. All of Edenton's staff continue to provide excellent care and services to our Residents and are using cautious and deliberate actions as we begin to re-open.

The headlines from the national news and the CDC today is very concerning with virus cases spiking in many areas of the US. I would like to bring to your attention the data trend that seems to be leading this spike – younger adults and non-household group gatherings who are not wearing face coverings and distancing. When interviewed, those who tested positive for the virus honestly admitted that that they were not taking this virus seriously regarding social distancing and masking. Please share this with the young people in your lives. It is important to continue to follow the rules and guidance as we begin to re-open our Edenton community and protect our Residents and staff.

Re-opening Phasing

When you received the spreadsheet a week ago, we were solidly experiencing phase 1 activities and now we will begin a slow entry into phase 2 for independent and assisted living. I would like to high light for you some of the new next steps we will begin to take starting during the week of June 29th.

Assisted Living Residents:

- Residents will begin to gather in groups of 4 to 6 per floor. We will slowly introduce Residents of OT with Residents on the other floor.
- Residents will be permitted to be outdoors, supervised, in small groups (masked and distancing safely)
- AL Residents will start to visit the beauty salon. Appointments are one person at a time and scheduled by building beginning on June 29th.
- Medical professionals will begin visits on campus to facilities. These include podiatry, hearing and Counter Point services. We will strongly encourage telehealth visits as much as possible and reduce off campus medical appointments unless required.

Independent Living Residents:

- Small group activities will begin in the Manor House – art, yoga, bridge, and spiritual group. Attendance is to be scheduled so as to limit group size. You must make a reservation to attend.
- On July 1st, the dining room will begin seated dining for **breakfast and lunch only**. These two meals have much smaller attendance and we can begin to test the re-opening with these small sessions. If you did not normally attend either of these meals prior to restrictions, please do not attend now. The dining room must know in advance if you are attending. No walk ins. Some new rules are only two persons per table, every other table is seated, no condiments brought from home, and no socializing/standing at each other's tables. Residents must wear a mask upon entry and when not eating.
- Scheduled sign up for grocery shopping will begin on July 6th.

We will continue to choose small groups for gathering and activities on campus. Unfortunately, there are still occasions when we need to remind **Residents and family members** to wear a mask when out of their apartment on campus and to keep a safe social distance from others. These universal precautions, including daily screening and temperature checks**, will not be going away** no matter what phase of re-opening we are in. These measures are here to stay and we will continue to enforce these actions. Residents and family members may be asked to return their unit or vehicle if they do not follow the campus rules.

Residents should continue to minimize outings and receive assistance from family members or Edenton services for places like the grocery store, pharmacy and other locations were large numbers of people regularly go. Family visits for IL Residents should continue to remain **outside** with only limited entry to the unit for special services or caregiving needs. IL Residents should not permit anyone to enter your home without a mask or face covering worn properly.

Please continue to follow the guidance and rules about required masking when in public or engaging with non-household family members as well as social distancing and hand washing or sanitizing. Our Residents' and staff health and safety continue to rely on everyone.

Be well and safe,

RaeAnn Butler

Attachments:

IL phased re-opening plan – phase 2

AL phased re-opening plan – phase 2

Edenton – AL (Fiddlers Green, Blossom Place, Orchard Terrace and Garden House)
M- Masking; SD – Social distancing; S/T – screening and temp

	Restricted	Phase 1	Phase 2	Phase 3	Notes
Residents Screening and Temping	Daily per shift, report issues to nurse immediately Staff screened and temped at beginning and end of shifts	Daily per shift, report issues to nurse immediately Staff screened and temped at beginning and end of shifts	Daily per shift, report issues to nurse immediately Staff screened and temped at beginning and end of shifts	Daily per shift, report issues to nurse immediately Staff screened and temped at beginning and end of shifts	
Dining	Restricted – to unit, floor, table/room depending upon isolation precautions.	Restricted to floor/unit. 2 people per table distanced. Cleaning before and after of table and chairs, hand wash and sanitizer used. All protocols followed for food service (net, gloves, etc) Staff masked	Restricted to floor/unit. 2- 4 people per table distanced. Cleaning before and after of table and chairs, hand wash and sanitizer used. All protocols followed for food service (net, gloves, etc) Staff masked	Dining returns to normal in bldg. (OT can resume first floor dining) Cleaning before and after of table and chairs, hand wash and sanitizer used. All protocols followed for food service (net, gloves, etc) Staff masked	Any resident with a symptom should be restricted to room for meals until released by nurse mgr.
Food/meal delivery to bldg.	Restricted – meal cart to entry door. AL staff to take cart and unload.	Restricted – meal cart to entry door. AL staff to take cart and unload.	Restricted – meal cart to entry door. AL staff to take cart and unload.	Restricted – meal cart to entry door. AL staff to take cart and unload.	Cart is cleaned and sanitized before and after delivery.

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Activities – indoor	No group activity or exercise. One on one activity No activity staff changing bldg	Encourage one on one activity. No group activity larger than 2 to 4 residents depending upon space/be held in larger rooms with SD – on same floor/unit. Cleaning before and after of table and chairs, hand wash and sanitizer used Cleaning game pieces and chips after use. No activity staff changing bldg	Group activity to remain less than 5 people per floor/unit, with SD and Cleaning before and after of table and chairs, hand wash and sanitizer used Cleaning game pieces and chips after use. No activity staff changing bldg	Group activity can resume	
Activity - outdoor	No group activity. Resident can not go outside.	No group activity. Resident can go outside for fresh air M, SD and staff supervised. (OT 2nd fl special instructions for movement to get outside)	Group size of 2 to 4 residents, of same unit/bldg.) outside – M and SD, supervised. . (OT 2nd fl special instructions for movement to get outside)	Group size of 2 to 4 residents, of same unit/bldg.) outside – M and SD, supervised.	

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Visitors and supplies	Restricted Hospice/end of life visit only. Supplies dropped at foyer/outside – staff sanitize and clean	Restricted. Hospice/end of life visit only. Window visit. Window closed and visitor to be masked. Supplies dropped at foyer/outside – staff sanitize and clean	Outside visitation with safe visiting station. M, SD and S/T Supplies dropped at foyer/outside – staff sanitize and clean	Inside visitation scheduled - visitor M, S/T. Resident to be masked. Restricted exchange of supplies after they are cleaned/sanitized.	
Medical services – on campus	Restricted/postponed or scheduled secure telehealth visits Lab – reduced to priority draws only per facility (*)	Restricted/postponed or scheduled secure telehealth visits. Medical director to limit on campus visits for necessary/change in status residents. Limited PT, OT, SP for urgent care only following FX, etc. Lab – reduced to priority draws only per facility (*) Cleaning before and after of exam area, desk and high touch areas, chairs, hand	Telehealth encouraged. Medical director limits on campus appts. Specialists begin on campus visits with restrictions on movement and M, SD, S./T PT, OT, SP increase services Lab services increase to routine (*) Cleaning before and after of exam area, desk and high touch areas, chairs, hand	Telehealth encouraged. Medical director limits on campus appts. Specialists campus visits with restrictions and M, SD, S./T PT, OT, SP increase services Lab services increase to routine (*) Cleaning before and after of exam area, desk and high touch areas, chairs, hand	(*) special arrangements made with FHH lab - tech changes clothes before arriving, M, SD, S/T

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		wash and sanitizer used. M, SD, S/T applies for all	wash and sanitizer used. M, SD, S/T applies for all	wash and sanitizer used. M, SD, S/T applies for all	
Medical services – off campus	Restricted to emergency only. Residents who go to FHH/ER must be isolated for 14 days in room.	Restricted to urgent or emergency only. Nursing consults with Dr and family. No family provided transports. Residents who go to FHH/ER must be isolated for 14 days in room. M. SD, S/T	Limited (*) transportation to urgent and necessary appointments. Residents who go to FHH/ER must be isolated for 14 days in room. M. SD, S/T	Transportation (*) resumes schedule with aide availability confirmed. M. SD, S/T Residents who go to FHH/ER must be isolated for 14 days in room.	(*) Telehealth still encouraged and limited transportation by family member who must M, SD, S/T
Other services on campus (outside of AL bldg. – beauty shop, chapel, etc)	None	None	Resident to MH for beauty shop – one person at time, M, SD, staff supervised	Resident to MH for beauty shop – one person at time, M, SD, staff supervised	Chapel resumes at phase 3 of IL guidelines and phase 3 of AL guidelines. Staff supervision, M, SD required
Maintenance – third party services	Restricted entry for designated Main staff. No third party except for emergency	Designated staff to bldg. for repair and delivery of Main/hsp supplies	Maint staff limited movement between bldgs.per day.	Maint staff limited movement between bldgs.per day.	

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	services (S/T, M and escorted)	No third party except for emergency services (S/T, M and escorted)	Limited third party service for licensing and certification (M, S/T, SD, escorted)	Limited third party service for licensing and certification (M, S/T, SD, escorted)	
Delivery/mail	Restricted – mail and delivery to MH Mail and packages held, sanitized before designated person delivers	Restricted – mail and delivery to MH Mail and packages held, sanitized before designated person delivers	Restricted – mail and delivery to MH Mail and packages held, sanitized before designated person delivers	Mail delivery can resume to FG and OT. Front door delivery only – greeted by staff member. Clean, sanitize package before going to resident	
Note: to move forward on the phases of the reopening plan the following will be considered and utilized with 14 day periods used for transition 1. Contingent on State and Local health dept re-opening plan guidance					Legend: M = Masking required SD = social distancing of 6 ft between individuals except for those living together S/T = screen and temp required upon entry to MH or

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2. Community COVID rates (hospital and positivity rates) remains declining and low 3. No positive cases on campus (TBD based upon location of positive case) 4. Testing is available 5. Edenton has good supply of PPE and cleaning supplies 6. Adequate staffing is available for services and care					community indoor space

- Shaded or high-lighted areas indicate we have taken this step in the phase column.

https://www.cdc.gov/coronavirus/2019-ncov/hcp/assisted-living.html

Edenton – IL
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	Restricted	Phase 1	Phase 2	Phase 3	Notes
Manor House	Limited entry (M,SD, S/T)	Limited entry Sign in, M, SD, S/T and no more than 2 residents per space (lobby, CR, tv etc). Cleaning of high touch after use.	Increase use to 50% scheduled areas. M, SD, S/T Cleaning of high touch after use.	Increase use to 75%, capacity signage will be provided for certain spaces (art, community rm) M, SD, S/T Cleaning of high touch after event/activity or at least daily	
Dining/Restaurant	Delivery or pick up (outside only) (M, SD)	Delivery or pick up with in foyer area (M, SD) Estimated 6/18	Breakfast & Lunch service only 7/1. Limitation on seating, distancing masking, reservation required. Dinner service will be limited to > 50% seating with spacing, masking and reservation required. Limited seating capacity of between 30% to 50% (20 - 30 people), seating limit per table(2). Scheduled attendance, no drop in, no visitors M, SD, S/T No community events in dining room between meals	Normal use of dining room, seating spread thru out dining room. Visitors permitted. Limited community events between meals, cleaning required. M, S/T	Normal dining services and community gathering will be determined by administrator based on community situation.

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Group Activity – indoor CR – comm. Room Art Library Conf room	No group activity or exercise	CR - Scheduled exercise, small group activity in large comm rm. Limited 2 to 3 people spread out and 6' spacing No food served. Art – only 2 persons at time and SD. No sharing of supplies/materials Library/conf rm - – 25% capacity of seating (2 – 3 peo) Cleaning of tables, chairs, equip after. (M, SD, S/T)	Scheduled use of space, 50% capacity of room or seating all areas. Limited use of shared materials No shared food except prepackaged. Cleaning product avail to be used for tables, chairs, equip after. (M, SD, S/T)	Resume usage. Cleaning product to be used for tables, chairs, equip after. (M, SD, S/T)	
Activity – outdoors	No use/gathering	Limited group to space/areas, M, SD	Use of space, M, SD		
Fitness Rm (OT)	Closed	Closed	Closed to non OT residents.	Open with scheduled use, sign Cleaning of equipment after each use by products in , M, SD, S/T and	No open until OT is open for visitors (M, SD, S/T) Cleaning of equipment after each use by products
Scheduled/organized trips off campus	No scheduled trips Grocery shopping provided by staff	No scheduled out to lunches. Limited grocery shopping, sign up, M, SD Shopping still offered by staff M, SD, S/T	Limited scheduled shopping trips to resume – grocery and Walmart to be scheduled. Out to lunch not scheduled. M, SD, S/T	Normal shopping and scheduled trips for small group. Out to lunch to be determined. M, SD, S/T	
Chapel services and bible study	No services	One on one visits (M, SD, S/T) No chapel service	No chapel service Bible study 50% attend, M, SD	May resume when dining room space accommodates	

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		Bible study to small group of 2-3 peo.	scheduled only, cleaning after use	community events between meals, cleaning, M, SD	
Visitors	No visitors – caretakers only (M, S/T)	IL visitors outside only M, SD Caretaker inside only M, S/T	Outside visitation permitted with Inside visitation permitted for special services or caretaker. (M, SD) Visitors to MH must be S/T, M, SD	Inside & Outside visitation permitted (M, SD)	
Medical Services – on campus	No providers on campus – telehealth only Lab – limited to critical draws only	Telehealth by specialists.Lab resumes in wellness. Dr shah to resume wellness visits podiatry, hearing, TBD PT/OT/SP for specific residents only M, SD, S/T	Wellness office visits, specialists resume (podiatry, hearing, etc) M, SD, S/T	Wellness office visits, specialists resume (podiatry, hearing, etc) M, SD, S/T	
Medical Services – off campus	No transports provided – telehealth only	Limited transports to medical appts critical to health/treatment. Consult with Dr for appt needs Encourage telehealth. Limited aid services M, SD, S/T	Increasing scheduling of medical transports/appts Telehealth should still be offered/provided when an option M, SD, S/T	Increasing scheduling of medical transports/appts Telehealth should still be offered/provided when an option M, SD, S/T	
Beauty Salon – Manicures	Closed	Beauty shop only(until state/local govt implements change). Scheduled 1 resident at a time. Equipment, high touch cleaning after	Beauty and manicure appts scheduled for no more than one client per stylist and one for manicure. No more than 2 residents in salon at a time.	Beauty and manicure appts scheduled for no more than two clients per stylist and one for manicure. No more than 3 residents in salon at a time. No	

		each resident. Floor cleaned after each day of services. No food in salon, no periodicals. No waiting area. Masking, apron and glove of stylist. Resident M, S/T Faceshield required for specific services Manicure approved to begin 6-18-2020 and separated from Beauty stylist appointments. One person at a time with all precautions taken as above.	No food in salon, no periodicals. No waiting area. Masking, apron and glove of stylist. Resident M, S/T Faceshield required for specific services	waiting area permitted in salon. Periodicals and lidded beverage cups permitted. Masking, apron and glove of stylist. Resident M, S/T Faceshield required for specific services	
Maintenance	Designated staff entry, emergency repairs in unit No third party service technicians except for emergency (M, S/T)	Limited entry to units for maintenance work orders. Limited third party services to community areas, staff accompanied - not AL. M, SD S/T required	Service providers to be accompanied for requirements. M, SD, S/T required		
Delivery/Mail	Mail only delivered to MH for AL. . All packages cleaned before delivery. IL mail rooms open and wiped daily	Mail only delivered to MH for AL. All packages cleaned before delivery. IL mail rooms open and wiped daily	Mail only delivered to MH for AL. All packages cleaned before delivery. IL mail rooms open	Mail delivery to locations on campus including AL	

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	Kitchen and Maintenance delivery placed outside in designated locations.	Kitchen and Maintenance delivery placed outside in designated locations.	Kitchen and Maintenance delivery resume		
Housekeeping	In house service only. No outside agency permitted (M, S/T)	In house service (M, S/T) Outside service – report service to MH, wipe off equipment, containers before entry to unit– sign in, M, S/T	In house service (M, S/T) Outside service, wipe off equipment, containers before entry – sign in, M, S/T		
Note: to move forward on the phases of the reopening plan the following will be considered and utilized with 14 day periods used for transition 1. Contingent on State and Local health dept re-opening plan guidance 2. Community COVID rate remains declining and low 3. No positive cases on campus				Legend: M = Masking required SD = social distancing of 6 ft between individuals except for those living together S/T = screen and temp required upon entry to MH or community indoor space	

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4. Testing is available 5. Edenton has good supply of PPE and cleaning supplies 6. Adequate staffing is available for services and care					

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