

Mattern House, Inc. is committed to protecting all individuals and staff from exposure to COVID-19. It is Mattern House, Inc. policy that all Mattern House DSPs will follow everyday prevention actions and healthcare provider guidance for standard and transmission-based precautions as recommended by the Centers for Disease Control and Prevention (CDC).

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

These symptoms may appear 2-14 days after exposure to the virus:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Diarrhea
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

COVID-19 spreads when an infected person breathes out droplets and very small particles that contain the virus. These droplets and particles can be breathed in by other people or land on their eyes, noses, or mouth. In some circumstances, they may contaminate surfaces they touch. People who are closer than 6 feet from the infected person are most likely to get infected.

COVID-19 is spread in three main ways:

- Breathing in air when close to an infected person who is exhaling small droplets and particles that contain the virus.
 - Having these small droplets and particles that contain virus land on the eyes, nose, or mouth, especially through splashes and sprays like a cough or sneeze.
 - Touching eyes, nose, or mouth with hands that have the virus on them.
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- **Quarantine:** People who have been in close contact with someone who has COVID-19 excluding people who have had COVID-19 within the past 3 months or who are fully vaccinated should contact the CEO or Nurse Crystal.
 - You were within 6 feet of someone who has COVID-19 for a total of 15 minutes or more
 - You provided care at home to someone who is sick with COVID-19
 - You had direct physical contact with the person (hugged or kissed them)
 - You shared eating or drinking utensils
 - They sneezed, coughed, or somehow got respiratory droplets on you

Individual Screening Policy:

Individual Screening:

Staff shall complete daily screenings on all individuals twice a day (morning/afternoon) or at a more frequent rate if recommended Jayelle or Crystal. If the answer to any of the screening questions are yes, staff should immediately isolate the individual as much as possible and contact the appropriate medical coordinator for further instruction. Daily screening for individuals includes:

- If the individual has temperature is 100°F or greater (temperature to be taken at least twice a day). ***If an individual refuses to have their temperature taken, mark refused on the documentation for the designated time slot.***
- Documenting signs of symptoms such as a new or worsening cough, shortness of breath, sore throat, chills, repeated shaking with chills, body aches, muscle pain, headache, or new loss of taste or smell, headache, diarrhea, nausea or vomiting, runny nose, muscle aches, weakness or a change in baseline behavior without or prior to respiratory symptoms emerging.
- Documenting any potential exposure to a person with COVID-19 or someone who is waiting for test results for COVID-19. A potential exposure means a household contact or having close contact within 6 feet of an individual with COVID-19 for a cumulative total of 15 minutes within a 24-hour period. The timeframe for having close contact with an individual includes the period of time of 2 days before the individual became symptomatic or, if asymptomatic, 2 days before the positive test was collected.

Staff Screening

Staff shall be screened by filling out the *COVID-19 Screening Weekly Questionnaire* prior to the start of each shift worked. Medical staff, program specialists, and/or any staff who will have direct contact with individuals must complete a screening prior to contact. If a staff person answers yes to any of the screening question, they must self-isolate and immediately report to Jayelle Smith (814)599-7724 for direction. Screening includes:

- If a staff temperature is 100°F or greater (temperature to be taken at the start of each shift).
- Documenting signs of symptoms such as a new or worsening cough, shortness of breath, sore throat, chills, repeated shaking with chills, body aches, muscle pain, headache, or new loss of taste or smell, headache, diarrhea, nausea or vomiting, and runny nose.
- Documenting any potential exposure to a person with COVID-19 or someone who is waiting for test results for COVID-19. A potential exposure means a household contact or having close contact within 6 feet of an individual with COVID-19 for a cumulative total of 15 minutes within a 24-hour period. The timeframe for having close contact with an individual includes the period of time of 2 days before the individual became symptomatic or, if asymptomatic, 2 days before the positive test was collected.

Visitor Screening Policy:

Although screening for symptoms will not identify asymptomatic or pre-symptomatic individuals with SARS-CoV-2 infection, symptom screening remains an important strategy to identify those who could have COVID-19 so appropriate precautions can be implemented.

- Take steps to ensure that everyone adheres to source control measures and hand hygiene practices while in a healthcare facility
 - Supplies will be provided for respiratory hygiene and cough etiquette, including alcohol-based hand sanitizer (ABHS) with 60-95% alcohol, tissues, and no-touch receptacles for disposal at homes.
- To avoid multiple families visiting a home at one time, visits must be pre-scheduled by calling the home ahead of time to make arrangements.
- All visitors will be screened upon arrival at the home to include: temperature checks, answering questions regarding symptoms of COVID-19, absence of a diagnosis of SARS-CoV-2 infection in the prior 10 days, and confirm they have not been exposed to others with SARS-CoV-2 infection during the prior 14 days.
- Visitors are advised to maintain social distancing (at least 6 feet) during visits and wear a mask which can help reduce COVID-19 transmission.

Suspected or Confirmed COVID-19:

- For any individual who has suspected or confirmed SARS-CoV-2 infection or who has had contact with someone with suspected or confirmed SARS-CoV-2 infection:
 - Healthcare personnel (HCP) should be excluded from work, when possible and should notify the medical staff to arrange for further evaluation.
 - Visitors should be restricted from entering the home, with exception of compassionate care, and be referred for proper evaluation.
- Individuals should be encouraged isolated to their bedroom with the door closed.
 - In some circumstances, keeping the door closed may pose safety risks and the door might need to remain open. If the door must remain open, work with the maintenance department to come up with strategies to reduce airflow in the hallway

Adequate Staffing in the Event of an Infectious Disease Outbreak

If an individual is suspected or confirmed to have COVID-19, Mattern House, Inc. or if staffing shortages pose a risk to an individual's health and safety, Mattern House, Inc. shall make attempts to temporarily relocate an individual to a secure location such as another home or a designated relocation site.

If an infectious disease outbreak would occur which would reduce the number of available staff, administrative staff shall be trained on the ISPs and homes of the individuals and must work in the homes until the staff are available to return. If an emergency situation occurs regarding an infectious disease outbreak and in-person trainings are not possible, administrative staff shall

receive an ISP training over the phone. This is only to occur in the event of this specific period of emergency. All other trainings shall be conducted in person.

Mattern House has 12 homes with 50+ direct support professionals. Level of capacity in addition to the current DSP workforce who would be used in the following order includes:

- Medical Staff
- Nursing Staff
- Program Specialists
- Management

If attempts are made to fill vacancies due to an outbreak of COVID-19 through the use of administrative staff and staff shortages are still present, Mattern House, Inc. shall reach out to the following to try and secure replacement staff:

- Other local residential/day program service providers
- Medical Staffing Network 814.941.2802
- Advantage Resource Group 814.944.3571

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If staffing requirements still are not met after all attempts have been made, and Mattern House, Inc. is out of compliance with required staffing ratios, Mattern House, Inc. shall retain copies of correspondence and other records demonstrating the inability to meet such required staffing ratios.

Mask Guidance:

Masks are optional and are no longer a requirement for DSPs or visitors of the home unless otherwise directed by management. DSPs, or staff working directly with individuals, may be required to wear a mask as directed by nursing staff or management under certain circumstances. This guidance is subject to change depending on circumstances surrounding COVID-19 in the community.

