

COVID-19 Response and Precautions

General COVID-19 Precautions

White's Residential and Family Services' first priority is the welfare of the students placed in our care. As such, White's is taking the following steps in response to the Coronavirus (COVID-19) situation. White's will continue to assess the situation on a day-to-day basis in consultation with the administrative team, medical staff, school administrators, local medical providers and other resources able to provide pertinent information. Below are the steps that are currently being taken to address the situation:

- White's Human Resources Department is providing staff current information regarding Coronavirus (COVID-19) prevention and updates
- Human Resources posted and circulated COVID-19 precautions March 6th, as well as, placed extra hand sanitizer throughout our facilities
- There are posters throughout our campus identifying prevention steps and symptoms that indicate medical attention is warranted
- White's Support Services and house parents have increased sanitation efforts both on campus and in the cottage settings
- White's medical staff is visiting cottages to provide education to our students on prevention strategies and to answer any questions
- All White's Residential staff are being provided the fact sheet from *The National Child Traumatic Stress Network*, "Parent/Caregiver Guide to Helping Families Cope with the Coronavirus Disease 2019 (COVID-19)" to assist with helping provide a safe environment and accurate information to students
- White's Residential will continue to take new admissions but will use health screening questions
- White's First Aid will conduct a follow-up assessment to check the student for flu-like symptoms including fever, body aches, chills, trouble breathing, chest tightness, nausea or vomiting – medical attention will be provided to students through Parkview Physicians Group or Emergency Room should there be concern related to these symptoms
- Should a student demonstrate symptoms that indicate the need for separation and/or quarantine, our plan will be to maintain them in our Refocus Unit until medically cleared
- DCS has scheduled twice weekly (Monday and Thursday) calls with providers to address concerns and answer questions related to Coronavirus (COVID-19) – White's will use information and guidance provided from these calls when making ongoing decisions
- Regular meetings of our Strategic Leadership Team to assess sources of information, staff needs, and operational impacts and determine best next steps at an organizational level
- Ongoing monitoring of guidance from Governor's office, CDC, ISDH, DCS, and DHS travel advisories
- Implementation of CDC guidance for Businesses and Employers
- Implementation of recommendations from the ISDH on social distancing and group limitations
- Health screening questionnaires created for various functions within the organization
- HR is keeping current and updating the entire organization regarding federal legislation regarding temporary sick leave and FMLA provisions
- Supervisors have been given authority to create flexible schedules for staff to best meet their team's personal and operational needs
- Limiting access to campus for external persons

- Increasing frequency and level of cleaning and sanitization for facilities
- Virtual case management practices implemented for Foster Care and Father Engagement
- Guidance and authority given to Regional Managers to assess and determine when virtual services are appropriate and when in-person services are needed

Residential Program Specifics:

-The campus will continue to maintain the above health safety precautions; however, students are still receiving regularly scheduled therapy sessions, participating in recreational activities, and have access to regular contact with family by phone or Zoom. If you need assistance in setting up additional communications with your student, please contact your Lead Houseparent or Case Manager.

- Parents and guardians of youth in our care, please contact your Case Manager with any questions regarding your child's care and how the agency's response to COVID-19 impacts your family.

- Placing Agencies and Case Managers, if you need additional information about how this is directly impacting your student, please contact White's main switchboard at 260.563.1158, and they will connect you with the appropriate personnel.

Foster Care & Regional Offices Specifics:

- Regional Offices are all implementing the above recommendations and protocols for the offices.

- The regional offices are closed to external visitors and have limited staff available on-site. If you need additional assistance, please call the office before coming in.

- If you are a foster family or referral source and need assistance, please contact your assigned Family Specialist.

Instructions for employees of WRFS:

Per the Center for Disease Control's ("CDC") recommendations for employers with essential employees such as White's, White's will carefully consider the circumstances of any staff person who believes he or she has been exposed to Covid-19.

Accordingly, if a direct care staff at White's reports that he or she may have been exposed to someone who tested positively for Covid-19, but remains asymptomatic, Supervisors will ensure the following measures are taken:

>Pre-Screen: Employees will have their temperature taken and assess symptoms prior to the start of their shift and every 4 hours thereafter for a period of 14 days following their last exposure to an individual who tested positive for Covid-19.

>Regular Monitoring: As long as the employee doesn't have a temperature or symptoms, they should continue to self-monitor while at work and remain at work following all guidelines pertaining to the use of Personal Protective Equipment.

>Wear a Mask: Specifically, employees who believe they may have been exposed to an individual who tested positive for Covid-19 must wear a mask at all times while in the workplace for 14 days following the last exposure. White's will supply face masks to employees.

>Social Distance: Potentially exposed employees should maintain 6 feet of distance between themselves and others while at work as work duties permit in the workplace.

>Disinfect and Clean Work spaces; maintain personal hygiene: Offices, bathrooms, shared electronic equipment, and common areas must be cleaned and disinfected regularly. Ensuring this is done is the responsibility of the Supervisor. In addition, staff are strongly encouraged to wash their hands frequently and thoroughly while at work.

Other asymptomatic, non-direct care staff who are able to complete their work responsibilities from home may be required to work from home for a period of 14 days following their last exposure to someone who tested positive for Covid-19. This also is in accordance with the CDC's guidance for implementing safety practices when staff may have had exposure to a person with Covid-19. Supervisors will consider these situations on a case by case basis and consult with Human Resources in order to determine the best course of action to take.