



3/23/2023

COVID-19 Unwind

Effective 4/3/23

### Guide for Program Coordinator's and Benco Employees

Any Benco employee or resident may choose to continue to wear a mask in any setting.

If a supported individual requests that employees wear a mask, employees must comply out of respect for the individual's wishes in how they receive care.

- It is expected that the mask be worn any time there is close contact care being delivered and interaction with the individual is within 6ft.

Regular handwashing, general sanitization, and cleaning practices will remain in place at all times. Kn95 masks will continue to remain available for use at all Benco programs.

#### Employee Illness

- Employees should not work if they are experiencing a contagious illness. They must be fever free (100.4 or greater) for 48 hours prior to returning to work.
- The employee should follow Benco policy for calling in sick.
  - If it is during hours that the supervisor is working, they should call to notify the supervisor directly.
  - If it is outside of the hours that the supervisor is working, they should call the pager person to notify.
    - The employee should communicate the symptoms, including if they have a fever, have taken a home test for COVID-19, been seen by the doctor, had a PCR test, etc. They should also communicate the guidance they have been given from their health care provider regarding isolation/quarantine.
    - Ask the employee if they are able to help find coverage for their shift or if they are too ill to help. Let them know that you will take care of finding coverage and hope that they feel better soon.
- If the employee is experiencing mild symptoms of illness, does not have a fever, has not been recommended to quarantine or isolate by a health care provider, and feels well enough to work, they may work.
  - It is expected that the employee wears a kn95 throughout the timeframe that they are experiencing any symptoms of illness.
  - Additional hand washing and cleaning/disinfecting of high touch surfaces should be implemented.

#### COVID-19 Positive Employee:

- If an employee reports that they have tested positive for COVID-19, ask them:



- What their health care provider has recommended?
- Are they experiencing a fever or other severe symptoms?
- If the employee is experiencing mild symptoms, feels well enough to work, does not have a fever, and has not been recommended to isolate or quarantine, they may work.
- If the employee's health care provider has recommended isolation or quarantine, the employee has a fever or other severe symptoms, they should follow the isolation/quarantine recommendations & be fever free for 48 hours prior to returning to work.
- It is expected that the employee wears a **kn95 mask** for 5 days after onset of symptoms or testing positive for COVID-19.
  - Additional hand washing and cleaning/disinfecting of high touch surfaces should be implemented.
- The supervisor will send an email with the employee information to the Residential Director.
- The program will watch for signs/symptoms of illness in residents and document in Therap if any are noticed.

### Resident Illness

- Any symptoms of illness should be documented in Therap.
- If symptoms of illness are reported such as a fever of 100.4 degrees or greater or other symptoms of a contagious illness, the program should:
  - Contact the individuals' PCP and report the symptoms observed.
  - Follow the guidance from the PCP and ensure that it is documented in a t-log in Therap.
  - If an at home COVID-19 test is recommended, this may be used to determine COVID-19 diagnosis. Ensure that any testing is documented in a t-log in Therap.
  - All staff will wear a kn95 mask when providing care to the individual experiencing symptoms of a contagious illness.
  - Additional hand washing and cleaning/disinfecting of high touch surfaces within the program will be implemented.
  - Encourage the individual to rest and recuperate in their room and encourage them to stay away from other individuals living within the home to the greatest degree possible.
  - If the individual will tolerate wearing a mask, encourage them to wear a mask when they are close to staff or others.
  - While the individual is experiencing symptoms of a contagious illness, they should stay home until their symptoms improve.



#### COVID-19 Positive Resident:

- Follow all of the above.
- If the resident's PCP has recommended isolation or quarantine, the resident has a fever or other severe symptoms, they should follow the isolation/quarantine recommendations & be fever free for 48 hours prior to returning to regular activities outside of the home.
- If the resident is experiencing mild symptoms, feels well enough to engage in typical activities, does not have a fever, and has not been recommended to isolate or quarantine, they may engage in typical activities outside of the home.
  - If the resident has a job or a day program, the supervisor will notify the setting of the symptoms the individual is experiencing and will follow the instructions regarding returning to the work/day program setting.
- The resident should be encouraged to wear a mask (**kn95 mask** if they will tolerate it) for 5 days after onset of symptoms or testing positive for COVID-19.
  - Additional hand washing and cleaning/disinfecting of high touch surfaces should be implemented.
- The supervisor should send an email with the resident information to the Residential Director.
- The program should watch for signs/symptoms of illness in all other residents within the program and document in Therap if any are noticed.

***BENCO NO LONGER REQUIRES PCR TESTING FOR COVID-19 SYMPTOMS OR EXPOSURE. BENCO NO LONGER REQUIRES NOTIFICATION OF COVID-19 EXPOSURE, TESTING, OR POSITIVE COVID CASES TO BE REPORTED TO [COVID@bencocorvallis.com](mailto:COVID@bencocorvallis.com)***

Benco will communicate with the program if there are additional expectations around risk mitigation for a contagious illness as directed by local public health. There may be some scenarios that local public health requires Benco to have residents and employees tested for COVID-19 and wear additional PPE while providing close contact care. Those cases will be handled case by case and initiated at the direction of local public health.

Any time there is illness within the program, extra vigilance to clean/disinfect any surfaces that staff and residents regularly touch will be implemented.

When visitors come to a Benco program, staff will inform them of any current cases or recent outbreaks of infectious disease in the home. Staff will offer the visitor a mask if there has been a recent outbreak or if the individual that they will be visiting with has requested that they wear a mask.

