

9/1/2020

**Nottingham Village Retirement Center
60 Neitz Road
Northumberland, PA 17857
Kimberly Golder, Senior Living Administrator
570-473-8356
(Step Two)**

Prerequisites:

- **Baseline Universal Testing was done for both staff and residents between 7/21/2020 and 8/5/2020.**
- **Extra test kits will be available to test residents and staff who are showing symptoms of Covid-19 and will do so within 24 hours. If testing at the facility is not feasible, testing can be done at Evangelical Community Hospital.**
- **We will have the capacity to test all residents and staff if the facility experiences an outbreak to include asymptomatic staff.**
- **Non-essential staff and volunteers are not returning at this time.**
- **Residents will continue to be assessed daily for symptoms and temperature checks. Residents who decline testing will be self-quarantined in their apartment for 14 days.**
- **Staff who decline will be required to self-isolate at home for 14 days.**
- **We will make every effort to maintain a minimum two week supply of personal protective equipment on hand at all times. Sharing of supplies with our skilled nursing facility is an option.**

Cohorting-Residents who are positive for Covid-19 will be housed in an apartment of the Retirement Center at the end of the hall to allow for separate entrance by staff to care for them. All required PPE will be available to staff following the recommended CDC guidelines. PPE is available on our campus and

will be shared, if necessary, with each other. Our skilled facility may have the capacity to set up a red zone to house our residents.

Screening Protocol-All staff are screened at the beginning of their shift with questions concerning symptoms, travel history, purpose of visit to the facility, and temperature checks. Reminders to wash their hands and to use hand sanitizer located throughout the facility.

Staffing-Current staffing levels are within guidelines. If staffing becomes an issue 12 hour shifts will be implemented. Sharing of staff from our other facilities on campus may be required.

Communal Dining-Meal service will take place at half capacity with additional meal times added. Table placement will follow the 6 foot guidelines. Staff will be masked, perform hand hygiene, disinfect tables between seating's, and all condiments will be packaged in single servings.

Activities-Social Distancing for all activities will take place. Retirement Center has multiple rooms throughout the building to ensure safety. Staff will perform and hand hygiene and masks are required. Game pieces will be disinfected. Tables will be disinfected in between activities.

Visitation-Refer to "Facility Reopening Visitation Guide."

Outings-Outings will be done with limited residents to incorporate the 6 foot social distancing rule. Vehicles will be disinfected between trips.

This facility is currently in the Green Phase of the Governor's reopening plan. This plan would halt should the phase of this county change.

This plan would also change should we have any positive staff or resident cases of Covid-19.

Facility Reopening Visitation Guide Retirement Center

- **Visitors must be age 12 or older**
- **Two visitors permitted per resident per visit, no exceptions**
- **Public restrooms or any public area is not available to visitors**
- **Visits will occur at an entrance nearest the kitchen, Great Room during bad weather**
- **All visits will be scheduled through the activity department and must be scheduled at least 48 hours in advance**
- **Residents are permitted one visit per week to accommodate visitation for all residents**
- **Visits will be limited to 20 minutes to allow for proper disinfecting**
- **Visitors will complete the screening process and consent upon arrival**
- **Any outside items must be given to the screener and they can distribute after the visit. This includes flowers, gifts, clothing, food or drinks**
- **Visitors must wear a mask during the entire visit, covering the mouth and nose**
- **Hand hygiene must be performed at the time of screening**
- **A barrier will be placed between the resident and visitor to allow for social distancing, floor will be clearly marked.**
- **Residents will also be required to wear a mask, covering the mouth and nose**
- **NO CONTACT IS PERMITTED**
- **No other areas of the building may be accessed during this visit**
- **Staff will oversee all visitation to ensure protocols are followed and to assist the resident**
- **If you are not following the protocols, you will be asked to leave**
- **At the conclusion of the visit, both residents and staff will perform hand hygiene**
- **Staff will be responsible to sanitize both the visitation station and chairs after each visit**

- **Visitation hours will be 9:30-11:30 Monday through Friday and 2:00-4:00 seven days per week, or by individual appointment that must be approved by the scheduler.**