



## **Rose Tree Place**

500 Sandy Bank Road

Media, PA 19063

610-565-1405

### **STAY SAFE, BE WELL – REOPENING GUIDE**

**Testing Required: Baseline universal testing for SARS CoV-2 of all residents and staff no later than 8/31/2020:**

- Anticipated Testing Date: July 30, 2020 – 200 testing supplies on hand. Contracted with Molecular labs, Waiting Approval from Managing Director – Lynn Navolio

**Capacity to administer COVID-19 diagnostic tests to all residents showing symptoms of COVID-19 within 24 hours.**

- On hand supply of collection kits through Molecular Labs. Testing completed by Resident Care Director, Teresa Gallo, LPN

**Capacity to administer COVID-19 diagnostic test to all residents and staff if the facility experiences an outbreak.**

- On hand supply of collection kits through Molecular Labs. Testing completed by Resident Care Director, Teresa Gallo, LPN

**Capacity to administer COVID-19 diagnostic tests too all staff, including asymptomatic staff.**

- On hand supply of collection kits through Molecular Labs. Testing completed by Resident Care Director, Teresa Gallo, LPN

**Procedure for addressing needed testing for non-essential staff and volunteers.**

- All staff, including non-essential staff will be tested on July 30, 2020. On hand supply of collection kits through Molecular Labs. Testing completed by Resident Care Director, Teresa Gallo, LPN. No volunteers are being utilized at this time. When the community is able to utilize volunteers, community will provide testing.

**Procedure for addressing resident's or staff that decline or are unable to be tested:**

- Any community associate who refuses to undergo the COVID-19 testing procedures of Watermark will not be allowed to perform any compensable work until they agree to do so. Associates must agree and submit to testing within Prevalence Testing time period, typically 48 hours. If the associate agrees to testing and completes the test, the associate may return to work.
- If a resident refuses testing notify resident of need to self-isolate for 14 days from time of completion of the testing 48 hour window.

**Plan to Cohort or Isolate Residents:** Plan to cohort or isolate residents diagnosed with COVID-19 in accordance with PA-HAN-509 pursuant to Section 1 of this guidance.

- Second Floor, North East wing of the community is the isolation wing for COVID-19 residents. Wing consists of 9 individual apartments capable of accommodating 12 residents.

**Screening Protocol:** Written screening protocol for all staff during each shift, each resident on a daily basis and all persons (visitors, volunteers, non-essential personnel, and essential personnel) entering the facility or facility grounds. A plan to ensure and a current cache of an adequate supply of personal protective equipment for staff (based on the type of care expected).

- Screening protocol – All associates are asked a series of screening questions and their temperature is taken upon arriving at the community and is documented on the Associate Screening Log.
- All vendors and essential visitors are asked a series of screening questions and their temperature is taken upon arriving at the community and is documented on the Vendor/Visitor Screening Log.
- If the associate, vendor or essential visitor signs the screening log to confirm they are responding “no” to each of the screening questions and that they understand hand hygiene measures, the screening associate will then obtain the temperature of the arriving associate vendor or essential visitor.
- If the arriving associate, vendor or essential visitor has a temperature of 99.5 or higher, that individual must immediately exit the community. For associates who are not permitted to enter, the screener shall notify the Executive Director or designee immediately and the associate shall contact their supervisor for case tracking and return-to-work guideline protocols.
- At the discretion of the Executive Director, community policy may allow for the taking of a second temperature after waiting a period of one minute.
- If the arriving associate, vendor or essential visitor does not sign the screening log to confirm they are responding “no” to each of the screening questions, they must immediately exit the community. If such party is an associate, screener



shall immediately notify the Executive Director or designee, and the associate shall contact their supervisor.

- All associates and visitors are required to wash/sanitize hands coming in and leaving the community and before and after contact with a resident.
- A plan to ensure and a current cache of an adequate supply of personal protective equipment for staff (based on the type of care expected) - WRC warehouse will continuously supply PPE equipment when needed at the community. Community currently has adequate supply on hand and is stored in a conference room.

**Plan to insure adequate staffing:**

- Community currently has agency contracts with the following staffing agencies.  
Golden Wheels  
Senior Helpers  
Medical Solutions
- Community currently is not utilizing agency staffing, staffing is currently above regulations and is not under a contingency staffing plan.

**Plan for Communal Dining and Activities:**

- Residents will have assigned seating and/or reservation time for dining;
- Resident will be cross-checked against self-quarantine roster;
- Residents are to be properly masked and asked to remain masked until seated at table;
- Residents will be seated as quickly as possible to prevent crowding;
- Residents will be assisted by helping with their chair, but without touching resident, if possible;
- The associate at the Host Stand will monitor and remind residents, if necessary, to maintain six feet of distancing of residents;
- Servers shall wear mask and gloves at all times;
- Servers will maintain 6 feet distancing as much as practical and will minimize reaches, table visits, and time at table;
- All plated food will be covered when carried from kitchen to resident's table;
- Associates who assist more than one resident at the same time must perform hand hygiene with at least hand sanitizer when switching assistance between residents;
- Tables will be preset with only a placemat and silverware roll-ups will be brought to table before resident is seated;



- Paper napkins and single serve salt, pepper, and sweetener condiments will be offered;
- Ketchup, mustard, mayo, relish, etc. will be served in parent ware sauce cups and ramekins;
- Any beverage refills will be served in a new cup or glass;
- Dishes will be removed and table will be cleared after resident departs table;
- Table bussers will wear mask and gloves at all times and will wash and sanitize gloves following each table visit;
- Between each resident, the placemat will be replaced and the table and chair will be disinfected.

**Plan to resume activities pursuant to the guidance provided in Section 6e  
“Step to Reopen”:**

- Limited activities conducted with no more than five residents.
- Disinfect before and after each use of any activity area and/or planned event.
- Universal masking for residents and associates attending activity.
- Disinfect commonly touched surfaces, including but not limited to doors, door handles, tables, chairs, light switches, lamps, games, supplies, cabinetry and any other items that have been handled or touched.
- Hand sanitizer available upon entry and exit of the activity area.

**Visitation Plan:** Plan to allow visitation to begin, pursuant to the guidance provided in Section 6d “Visitation Requirements,” no later than 28 days after the date the county in which the facility is located moved into the green phase and all other prerequisite criteria are met. The visitation plan will begin when the community has reached step 2 of the Department of Human Services Guidelines.

**Procedure:**

- There will be two designated outdoor visitation areas for personal care residents that are located near the front entrance of the community on the two patios to the left and right of the main entrance. This will allow for social distancing when entering and exiting the community. Each patio will be clearly marked with colored tape establishing a 6 foot boundary between chairs designating social distancing. Each patio will be covered with a tent to allow for inclement weather.
- Memory Care will have a visitation area located in their center courtyard which is enclosed and contains a keypad gate for resident’s safety. Visitors can access the courtyard through the rear gate so as not to enter the community. Colored tape will be used to designate social distancing areas. Area will be covered to allow for inclement weather.
- All visits will be scheduled and supervised.



- The visitation areas will include seating for the resident and no more than two visitors allowed, at no less than 6-foot spacing marked with colored tape.
- Children are permitted to visit if accompanied by an adult. Children over the age of two must wear a mask during the entire visit. Children must also maintain social distancing.
- Surfaces in the visitation area will be sanitized between visits. This includes seating, tabletops and any other surfaces likely to be touched during the visit.
- All visitors will be screened, and temperature taken upon arrival per Watermark's COVID-19 Community Entrance Screening policy. If a visitor has symptoms or has tested positive for COVID-19, the visit should be rescheduled. A resident with COVID-19 who does not meet the CDC criteria for discontinuing transmission-based precautions may not participate in visitation, except for end-of-life situations and with Executive Director approval and appropriate PPE. End of life visitation would still be permitted inside.
- The community will ensure the availability of a hand sanitizers for use before and after the visit. Staff would maintain the station at the entrance of the visitation area as well as the screening log of all visitors.
- Both residents and visitors will wear a surgical mask or cloth face covering prior for the duration of the visit. Visitors may be required to supply their own face coverings and visitors will be notified about this expectation prior to the visit.
- The Front desk will oversee the sign up process and communicate to residents and families
- Visitors should arrive promptly and remain in their car if early until appointed time and respect visit time limits. Residents and visitors should remain in the visit area for the duration of their visit.
- Designated Associate(s) will provide oversight as needed, ensuring visitors' temperatures, screening and contact information are taken and that they have sanitized their hands and they are wearing facemasks.
- The designated associates will ensure residents' hands are sanitized prior to building re-entry and promote social distancing, during visits to protect the safety of other residents.
- No food/beverage/tobacco shall be permitted during visitation. All items brought from the outside should be left at a designated spot and go through the community's process for deliveries prior to distribution.

**Plan to halt Reopening:**

- If the county in which the facility is located is reverted to the Red Phase of the Governor's Reopening Plan. Community will revert back to Restricted Red Zone of COVID-19 Operating Phases and will no longer permit communal dining or activities and will restrict visitation.