



Memo

To: All Employees
From: A Plus Health Care, Inc.
Date: 3/23/2020
Re: Coronavirus known as COVID-19

At A Plus Health Care, we believe in protecting both our staff and our clients. We are following the recommendations of the Governor and DPHHS on the state level, as well as the National and CDC recommendations in order to keep everyone safe during this difficult time. We are committed to providing the safest care possible during this period of unknown.

The following are some guidelines for reducing the risks of exposure:

- We are asking our staff to call the office if they are symptomatic and remain at home to help in curbing this crisis. If you cannot reach anyone at the office, leave a message; they will return your call.
- All staff are instructed on careful handwashing. Instructions to use soap and water to wash hands at start of visit, frequently between tasks, and at the end of visit. If hand sanitizer is available, using it in your car. If you need PPE or soap, contact your office.
- Regularly clean and disinfect objects and surfaces.
- Limiting in-home visits by caregivers to what is needed, allowing staff to be freed up to care for others.
- Limiting of nursing evaluation home visits and substituting phone visits to reduce additional exposure.
- No in-person visits to clients who reside in a facility that has been closed to the public. This is to protect our staff as well as the other clients.
- Minimize closeness. Observing social distancing of 6 feet, where possible.
- Maintaining a backup action plan for clients, when caregivers cancel and no replacement is available.

Much of our work in personal care is “essential” services. We must all work together to provide essential services for our community.

Please call us if you have any questions. Thank you for your continued help during this difficult time. Help protect us all.