

Advocates for Healthy Transitional Living, LLC
Maintain Wellness Plan

In the event an AHTL child or staff tests positive for COVID-19, the scope of their contact with clients and or staff will be assessed. If potential exposure is present or assumed, this **Maintain Wellness Plan** will be enacted.

Advocates' respite home located at 1166 Doty Street in Green Bay will become our quarantine facility. The first floor of this location would be used.

1. **Maintain Wellness** plan will remain in effect for 10 days post potential exposure.
2. Clients will be encouraged (not forced) to wear masks
3. Increased symptom and temperature checks (every 4 hours during awake time) will be completed with appropriate documentation of status maintained.

Staff who are assigned to a **Maintain Wellness** program space will:

- be given hazard pay based on number of clients authorized for programming
- Not be allowed to work in other locations
- Limit personal items brought onto the program, including backpacks. Staff should not share writing utensils.
- Sanitize any community used electronic equipment before and after use.
- Wear face masks **at all times.**
- Practice frequent and handwashing and proper social distancing, as possible, with students AND other staff.
- complete temperature checks on each other at shift changes.

If a child shows potential COVID symptoms

- Child will be sent home
- If child is in 24/7 care send child to be tested
- When notified of a positive test, AHTL will notify appropriate guardians and county partners

For Children who are in Advocates care 24/7

- Child would be moved to our respite home located at 1166 Doty Street in Green Bay to the first floor for programming and respite services
- Child and any other children in Advocates care 24/7 in contact with the child showing symptoms will be tested and quarantined at our respite home on first floor
- When notified of a positive test, AHTL will notify appropriate guardians and county partners
- Utilize contact tracing to notify appropriate clients and staff that were in contact with the child who tested positive.

- Child may return to programming after 10 days past symptoms beginning and symptom free for 3 days
- AHTL will expect Staff to be tested and can return to work with a negative COVID test result
 - Every effort will be made to provide staff remote work assignments when this is not possible the Staff will be given a onetime additional 5 sick days with pay while waiting on the test results
 - If staff tests positive, they will become eligible for EFMLA and able to return to work after the guidelines set by CDC
- AHTL will request child to be tested and can return to programming with a negative COVID test result or 10-day self-quarantine from the date of exposure

For Children who are foster child in a licensed foster home

- Child would be sent home and asked to quarantine with his foster family until a negative test result or 10 days past exposure and symptom free for 3 days without the use of over the counter medication.
- When notified of a positive test, AHTL will notify appropriate guardians and county partners
- Utilize contact tracing to notify appropriate clients and staff that were in contact with the child who tested positive.
- AHTL will expect Staff to be tested and can return to work with a negative COVID test result or 10 days past exposure with no symptoms for 3 days
 - Every effort will be made to provide staff remote work assignments when this is not possible the Staff will be given a onetime additional 5 sick days with pay while waiting on the test results
 - If staff tests positive, they will become eligible for EFMLA and able to return to work after the guidelines set by CDC
- AHTL will request child to be tested and can return to programming with a negative COVID test result or 10-day self-quarantine from the date of exposure with no symptoms for 3 days

For Children only in programming

- Child would be sent home and asked to quarantine until a negative test result or symptom free for 3 days without the use of over the counter medication. No programming would be provided
- When notified of a positive test, AHTL will notify appropriate guardians and county partners; child can return to programming 10 days past suspected exposure with no symptoms for 3 days

COVID-19 Response Policy - August 2020

1) Employees will follow the Social/Physical Distancing recommendations, and any other local/state/government mandates, when required to be in public, or in private homes if there is a sick or symptomatic individual within. *Note: local regulations and*

ordinances are changing regularly; it is the employee's responsibility to know and follow local mandates.

- 2)** Employees will limit trips, travels, and errands to essential activities only (i.e. work, household necessities, medical care, emergencies). Any travel beyond the necessities described here, must be approved in advance by the employee's manager.
- 3)** Employees will keep surroundings clean and sanitized to the extent reasonable (this might include disinfecting surfaces in home/office/vehicle, laundering clothes, regular bathing for family members, etc.).
- 4)** Employees will notify the appropriate Advocates Manager if becoming symptomatic, testing positive or suspecting exposure to the COVID-19 virus may have occurred.
- 5)** Employees will limit client activities out in the community to treatment-related necessities and will limit encounters and proximities with other people to the extent possible, while following any local ordinances including; wearing a mask, not gathering, and refraining from non-essential travel.
- 6)** Employees will continue to accept all work-related assignments which are deemed necessary and appropriate by organization leadership even if different from typical work assignments.