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March 11, 2020

Dear Family members of people we support,

We know some of you may be concerned about the spread of COVID-19 (the new coronavirus) and how it may impact us here at Lexington. I wanted to reach out to you to inform you of the steps we are taking and to seek your help and understanding to ensure that every member of the Lexington family stays safe and healthy.

As the Coronavirus has NOT reached our community yet, our priority at this time is to minimize exposure to the virus. In order to reduce exposure to someone potentially infected by the virus, we are:

- 1) Cancelling non-essential travel to places that would expose people we support to others who might have been exposed or infected.
- 2) Reducing gatherings of groups of employees or people we support.
- 3) Considering alternative ways to provide program supports so that large groups of people are not in one building.
- 4) Enhanced personal hygiene procedures.
- 5) Specialized cleaning and disinfecting of all surfaces and vehicles.
- 6) Keeping track of everyone that is visiting our buildings so that we can quickly assess exposure risk if needed. We are also required to screen everyone for potential exposure and symptoms before allowing access to our buildings.

In the event someone is exposed or infected, plans are being developed to support them in ways that would minimize the exposure and risk to others in that home or program.

We need your help to ensure the health and safety of every member of our Lexington Family. Here's what you can do to help:

- 1) Please make sure that you and your family member (if they live with you) are extra careful about following all hygiene and sanitizing recommendations. I have attached recommendations from CDC.
- 2) As exposure risk can remain for days even if the person is asymptomatic, we ask that you re-consider visits and outings with your family member. If you are not feeling

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- well, we ask that you do not visit until you are fever free for 24 hours. We would be happy to set up visits via video.
- 3) Please help your family member through the changes that will affect their routine and desires, including cabin fever, as we are limiting activities outside the home.

Most of all, we need your understanding of the inconveniences that these restrictions will impose. Due to concerns relating to the frailty of many of the people we support and staffing shortage in the event of a large quarantine, we are taking a higher level of precautionary measures. We need your help and support to keep our Lexington family safe and healthy.

We will try to keep you updated of any further changes we make. However, as this situation is rapidly evolving in our country, we ask for your understanding of any communication delays. Please don't hesitate to contact me at 518-775-5383 or any member of our leadership team with any questions or concerns. Thank you.

Sincerely,

Shaloni Winston

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