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**INFORMATION  
FOR LEXINGTON LEADERS**  
November 24, 2020

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**THANK YOU FOR ATTENDING THE MANAGEMENT MEETINGS ON MONDAY OF THIS WEEK. WE NEED YOUR HELP IN RENEWING AND RE-ENERGIZING OUR EFFORTS TO FIGHT COVID-19:**

As promised, here are the minutes from the meeting of 11/23 at 10am.  
[\*Minutes from the Management Meeting of 11/23/20 \(10am meeting\)\*](#)

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**FAMILY VISITS FOR THE PEOPLE WE SUPPORT FOR THANKSGIVING**

We are strongly encouraging families who have family members in our residential program to let them stay with Lexington for the holiday.

For those families who want their loved ones to go to their family home, the following options were presented:

- We are encouraging visits of a maximum of six hours. We have reviewed every situation to ensure that it can be done safely.
- If a family needs overnight visits due to a unique circumstance, we have asked the family to review with us their plans and how they are ensuring safety. A limited number of plans have been approved on a case by case basis after review by our medical and administrative leaders.
- Testing and quarantine will be required if our medical department feels is necessary.

Families were also given the option of having a socially-distanced Thanksgiving get together at one of our designated Day Hab locations. The family will be asked to make a reservation for the space with their Residence Manager, and visitors will be capped at two, unless socially-distanced spacing can be found for extra visitors, which will be looked at on a case-by-case basis. They will also need to bring in their own food for the occasion.

[Please click here to see a letter that is being sent to families today.](#) When you connect with families, please ensure that they have received this letter.

Any questions please contact your Director for information.

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### **NEW SCREENING PROCEDURES AND FORMS**

One of the most important steps we can all take to help prevent the spread of the coronavirus is to avoid close contact with others if we are experiencing any potential COVID-related symptoms, if we have had any exposure to another who may have or has the virus, and if we've traveled out of state or to areas noted to have higher infection rates. Given this we are taking steps to tighten our screening procedures even more to help avoid any exposure potential within Lexington work sites. All locations will now have a person designated to screen every employee or essential visitor upon arrival to the work site. We've also decided that this screening procedure will be completed each time you arrive at a different location, meaning that you may be screened multiple times in a given work day depending on where you go. We've adjusted our screening tools to continue to be in sync with the factors noted as most important by the our Medical Directors, the CDC and the DOH. Please take the time to discuss these important factors for screening with your employees to help them better understand the things they can be aware of to help everyone within Lexington remain safe and healthy. Please also make sure you take the time to change the forms and tools you are using within the site(s) you oversee.

- [COVID Screening Questionnaire - 11/23/20](#)
  - [Visitor and Symptom Check Log - 11/23/20](#)
  - [Program and Office Building Visitor Sign In - 11/23/20](#)
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### **REVISED COVID-19 COMMUNITY INCLUSION GUIDELINES**

Given the rising number of positive COVID cases in our 3 counties, as well as the recent increased number of positive cases and exposures within Lexington, we have revised the COVID Community Inclusion Guidelines to reduce the risk that our employees and people we support are exposed to during such activities. Please take the time to review this information and share with your employees so everyone is aware and comfortable with this new guidance. Additionally, please be sure to pay close attention to the activities that are being offered by the Paul Nigra Center for Creative Arts and by our Day Programs. We're beginning to offer more options through both so that everyone still has meaningful options to appeal to their individual interests.

[COVID-19 Community Inclusion Guidelines, revised 11/23/20](#)

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## USE OF STATION MD TELEMEDICINE FOR PEOPLE WE SUPPORT

Please be reminded that we can use **Station MD telemedicine** for individuals who have medical concerns. Staff are to call the Nurse on call first and then, if directed to, call Station MD at 1-877-782-8637 (1-877-STATMDS). The Instruction sheet attached has how to do so and to leave staff name, facility, contact phone number and what the issue is. They will call back.

- [\*Station MD Telemedicine - Instructions\*](#)
- [\*Policy for Use of Station MD Telemedicine\*](#)

The reminder is because there was a situation where a staff called the nurse on call, who said to call Station MD telemedicine. The staff, in error, called UCM, the telemedicine provider for employees. UCM looked for the name of the person they were calling about, and of course, didn't find it, as it the person was not an employee. Staff weren't sure what to do, called AOC.

REMINDERS:

**For medical issues with people we support call STATION MD** 1-877-782-8637

**For staff medical issues call UCM.** 1-844-484-7362

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## COVID-19 EMOTIONAL SUPPORT HELPLINE

The New York State Department of Health has created an Emotional Support Helpline for frontline workers for help with anxiety, stress, grief and depression. This 800-number is open 7 days a week, 8am-10pm. Call 1-844-863-9314 to access the support line. We have included a flyer here to share with your staff.

[\*Poster for Emotional Support Helpline\*](#)

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Dear Lexington Leaders,

Remember we have dealt with significant things, but when the Lexington management team comes together, you make miracles happen. We have tremendous faith and pride in you. You will make it happen, you always have because you have confidence and courage. Lexington Leaders are chosen because they inspire their staff. That is the single, most important quality. You are all able to do that. You have a lot of stress, things to do, but we really appreciate you stepping up every time. Thank you very much – let's continue our fight against COVID-19!

A very Happy Thanksgiving to you and yours,

*Shaloni & Dan*

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***This newsletter will be archived at the following link:***

<https://thearclexington.org/lex-leaders-covid-updates>

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