



UPDATES FOR LEXINGTON LEADERS

August 4, 2021

THE SECRET TO SUCCESS IS
GOOD LEADERSHIP,
AND GOOD LEADERSHIP IS ALL
ABOUT MAKING THE LIVES OF
YOUR TEAM MEMBERS OR
WORKERS BETTER.

A graphic with a light blue and purple watercolor background containing a quote in black, all-caps, sans-serif font.

COVID-19 IN THE COMMUNITY

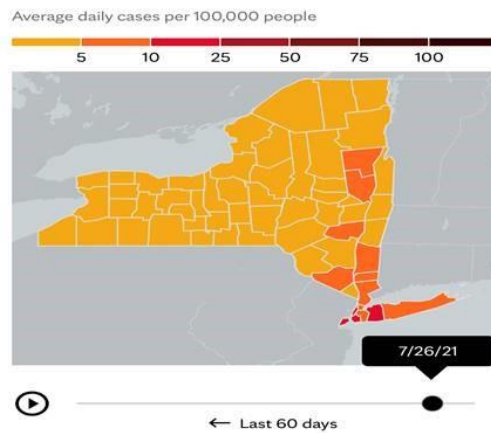
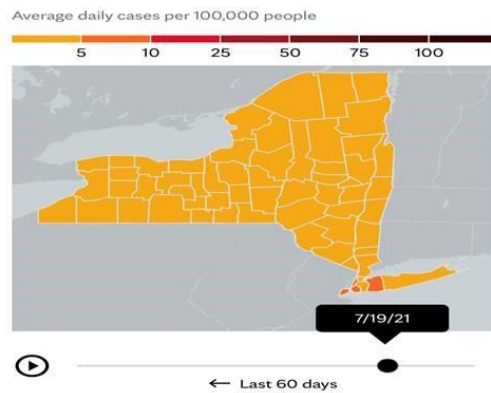
- Case numbers are climbing rapidly in the United States, though they still remain below peak levels. Hospitalizations and deaths are also increasing but at a slower pace. Reports of new cases are rising in all 50 states.
- As the Delta variant has spread, infection levels have soared in parts of Missouri, Arkansas, Louisiana, and Florida.
- Many counties with the highest case and hospitalization rates have been struggling to get people vaccinated.
- Below are 3 maps of NYS showing positive COVID-19 cases - Map 1 was July 19, Map 2 is July 26 and Map 3 is as of 8/1. The spread across the state is undeniable.

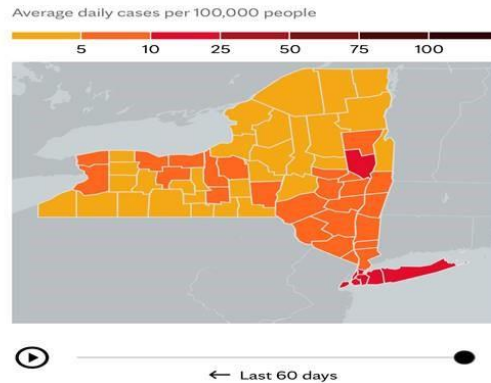
COVID-19 AT LEXINGTON

- There are currently 3 positive cases of staff members - all of whom are fully vaccinated. They are all quarantining for the mandatory 10 days as determined by the DOH. Positive COVID protocols were put in place immediately in all of the residences/areas where these people worked. All three employees thankfully had very mild symptoms and to date, there is no indication of spread to others.

VACCINATIONS AT LEXINGTON

- 74% of our total staff and the total number of people we support (residents and community) are now vaccinated
- 97% of people who live in our homes are vaccinated
- Lexington staff who have received first dose of vaccine: Schoharie 73% | Fulton 67.3% | Albany 44.2%





UPDATE ON COVID-19 GUIDANCE, POLICIES, AND PROCEDURES

Taking into account the newest OPWDD COVID-19 guidance released earlier this month, our current policies and procedures and the rising number of COVID-19 cases in our communities, we have revised guidance that is included below. The new guidance is effective immediately.

We have also created a new document outlining current COVID-19 Guidelines (it is below, named **COVID-19 Guidelines Reference Chart**) in response to feedback received from employees. This one-page overview will provide a simple summary of the standards that will need to be met under various specific scenarios. Should anyone have questions about any of this information they should contact their immediate supervisory team for guidance and assistance.

Symptom Screening

- The screening form has been streamlined to three questions - temperature, symptoms, and COVID test/exposure
- There is now one form to be used by all Lexington buildings and facilities (*Employee/Visitor Symptom Check Log* is below)
- The COVID-related symptom review will no longer need to be read line-by-line to the person being screened (*COVID-19 Symptom Screening Update and Instructions* below).

PPE Guidance for Employees

When indoors at all Lexington locations:

- Vaccinated employees are required to use a Lexington-issued face mask when 6-foot distance cannot be maintained.
- Unvaccinated staff are required to use a Lexington-issued face mask at all times *and* keep 6-foot social distancing to the extent possible.

When outdoors

- For fully vaccinated staff, mask use is not required.
- Unvaccinated staff are not required to wear a mask when 6-foot distancing can be maintained.
- Below in the Forms section is signage that can be displayed at your locations (*PPE Signs for All Locations*)

In-Person Meetings:

In-person meetings are encouraged at this time, and preferable at outdoor locations whenever possible.

For indoor in-person meetings:

- 50% normal room capacity.
- If people we support are present, surgical masks are required for staff regardless of vaccination status.
- If there are only employees present, masks are required for unvaccinated staff, and for vaccinated staff when 6' social distance cannot be maintained.
- Ventilation: If windows are available, open at least one window, but preferably two windows 6 inches.

Community Outings

- Mask use for people we support, regardless of vaccination status, is strongly encouraged when going inside community businesses.
- Staff members, regardless of vaccination status, are required to wear surgical masks when indoors at community locations.

Visitors

- All visitors, including family members and advocates, regardless of vaccination status, are required to wear Lexington-issued surgical masks when working/visiting indoors.

Health Care Screenings for People We Support

- Due to the high level of vaccination percentages in the homes, we are moving to health care screenings once a day.

REMINDERS:

Social Distancing - How Far is 6 Feet Anyway?

We think it bears reminding about how to visualize if you are 6 feet from others.

Please remind staff about the importance of social distancing:

- Perhaps the best way to visualize 6 feet is to use your own arms. According to *Scientific American*, when you extend your arms out to the sides, the distance between the middle fingertip of your left hand and that of your right hand is about the same as your height. So if you're 5 feet, 5 inches tall add about 7 inches to your arm lengths to get to 6 feet.
- The length of an adult bicycle
- The length of two shopping carts
- The length of a standard twin or full-size mattress or the width of a king-size bed
- The height of a door
- The length of a yoga mat

Managers COVID-19 Support Line: (518) 774-2073

- THE MANAGER COVID-19 SUPPORT LINE resource is still open and available to report COVID-19 employee information as well as to obtain assistance on what to do in specific situations.
- The Support Line is open 7 days a week, Monday-Friday 8 AM to 6 PM, and on weekends during business hours.
- Outside of these hours, you may still leave messages or texts at the phone number or email information to covid@thearclexington.org.
- Please include ALL pertinent information in ONE communication when you call or email the hotline - employee name, contact number, date he/she last worked and at what location.

FORMS

- *Employee and Visitor Temperature and Symptom Check Log* - Revised 8/3/21
- *COVID-19 Screening Instructions* 8/3/21
- *COVID-19 Symptom Screening Update* 7/21/21
- *PPE Signs for All Locations*, 8/3/21

- *COVID-19 Guidelines Reference Chart, 8/2/21 - form can also be found in GRP425>COVID Material>P&P folder*
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MEDICAL POLICY CHANGE

Medical Policy R115-1 *Criteria and Procedure for Calling the RN* was updated to include staff to call the RN on call for **any physical altercation between 2 or more people we support**. Please share with staff and then post in the med area. The updated document can be accessed below.

Medical Policy R115-1 Criteria and Procedure for Calling RN - 7.22.21

Dear Lexington Leaders,

We know that a lot of new/revised guidance has been relayed to you in the past month. With that in mind, we have also revised the COVID-19 Checklist to be more of a quick reference tool that will be more user-friendly for you and your staff. We hope you find it helpful.

We are excited that our Residential Supports project has started taking shape in the last couple of weeks. Many members of our management team who are outside of the residential program have "adopted" one or two of our homes to offer support to the manager, staff, and the people who live there. We think this is a great way to support our residential program and a great way to form new relationships with members of your Lexington Leadership team.

Thank you for continuing to help us with staffing during this crisis - both personally and supporting your staff to help. We are grateful for everything you are doing and for everyone you are supporting!

Shaloni & Dan

This newsletter will be archived at the following link:
<https://thearclexington.org/lex-leaders-covid-updates>
