

Reopening Implementation Plan for Friends Home in Kennett and Linden Hall During COVID-19

FACILITY INFORMATION	
This section contains the name and location of the facility along with contact information for an individual designated by the facility. That individual does not have to be the Administrator but should be someone available to respond to questions regarding the Implementation Plan.	
1. FACILITY NAME	
Friends Home in Kennett	
2. STREET ADDRESS	
147 West State Street	
3. CITY	4. ZIP CODE
Kennett Square	19348
5. NAME OF FACILITY CONTACT PERSON	610-444-2577 ext 202
Christine McDonald	

DATE AND STEP OF REOPENING
The facility will identify the date upon which all prerequisites will be met to begin the reopening process and the Step at which the facility will enter reopening. Those facilities that experienced a significant COVID-19 outbreak will identify the date the Department of Health survey was conducted (that is required prior to reopening).
6. DATE THE FACILITY WILL ENTER THE REOPENING PROCESS
8/18/2020
7. SELECT THE STEP AT WHICH THE FACILITY WILL ENTER THE REOPENING PROCESS – EITHER STEP 1 OR STEP 2 (CHECK ONLY ONE)
<input type="checkbox"/> Step 1 <i>The facility must meet all the Prerequisites included in the Interim Guidance for Skilled Nursing and Personal Care Homes During COVID-19</i>
<input checked="" type="checkbox"/> Step 2 <i>The facility must meet all the Prerequisites, including the baseline universal test for COVID-19 administered to staff and residents (in accordance with the June 26, 2020, Order of the Secretary of Health)</i> AND <i>Have the absence of any new facility onset of COVID-19 cases for 14 consecutive days since baseline COVID-19 testing</i>
8. HAS THE FACILITY EXPERIENCED A SIGNIFICANT COVID-19 OUTBREAK? (IF NO, SKIP TO #11)
no

STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING
To ensure the facility has taken appropriate measures to protect residents and staff, descriptions of those strategies are required in this section (prerequisites to enter the reopening process).

STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING

9. DATE RANGE FOR THE BASELINE UNIVERSAL TEST ADMINISTERED TO STAFF AND RESIDENTS (BETWEEN JUNE 14, 2020 AND AUGUST 31, 2020) IN ACCORDANCE WITH THE [JUNE 26, 2020, ORDER OF THE SECRETARY OF HEALTH](#)

7/17/2020 to 7/20/2020

10. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS SHOWING SYMPTOMS OF COVID-19 AND TO DO SO WITHIN 24 HOURS

We have nasal swab test kits available on site and will be using Brookside Labs for analysis. Our nurses are trained on providing the test

11. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS AND STAFF IF THE FACILITY EXPERIENCES AN OUTBREAK, INCLUDING ASYMPTOMATIC STAFF

We have ordered 200 testing kits from Brookside and will maintain that amount so that we are prepared for sudden testing of all staff and residents

12. DESCRIBE THE PROCEDURE FOR TESTING OF NON-ESSENTIAL STAFF AND VOLUNTEERS

We are presently not utilizing volunteers or non-essential staff

13. DESCRIBE THE PROCEDURE FOR ADDRESSING RESIDENTS OR STAFF THAT DECLINE OR ARE UNABLE TO BE TESTED

We will be following the DOH guidelines with PA HAN-509 with updated HR policies to handle this problem safely and fairly

14. DESCRIBE THE PLAN TO COHORT OR ISOLATE RESIDENTS DIAGNOSED WITH COVID-19 IN ACCORDANCE WITH [PA-HAN-509](#) PURSUANT TO SECTION 1 OF THE *INTERIM GUIDANCE FOR Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities DURING COVID-19*.

Presently in FH a positive resident will stay in their rooms since all rooms are private and have their own bathroom. Designated staff will take care of said resident following DOH guidelines. If an outbreak were to occur in the FH the plan is to cohort residents on the second floor wing. If an outbreak were to occur in Linden Hall, those residents would be relocated to this same wing with skilled staff assigned to their care.

15. DESCRIBE THE CURRENT CACHE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AND THE PLAN TO ENSURE AN ADEQUATE SUPPLY OF PPE FOR STAFF (BASED ON THE TYPE OF CARE EXPECTED TO BE PROVIDED)

PPE inventory will be done every two weeks. We have calculated the burn rate per COVID+ resident and we have determined the necessary number needed in reserve for future cases. Linden Hall and Friends Home each have their own supply closet close to the nurses station and a fully stocked ready to use isolation cart available for immediate use.

16. DESCRIBE THE CURRENT STAFFING STATUS AND THE PLAN TO ENSURE NO STAFFING SHORTAGES

We are presently fully staffed and have several student employees who have more availability due to changes in their schooling schedule. We have designated/dedicated to FH only PRN employees to fill in as needed.

17. DESCRIBE THE PLAN TO HALT ALL REOPENING FACILITIES AND RETURN TO STEP 1 IF THE FACILITY HAS ANY NEW ONSET OF POSITIVE COVID-19 CASES

We have a color coded system we have been utilizing throughout the pandemic. This will be posted on the website All staff and residents will be notified of any changes immediately. We will also post all notifications on our website. We have a staff and family data base that we are utilizing as notification of new updates on the web site. Staff will receive text notifications and families will receive email notification. Residents will receive paper copy of all communication posted on website.

SCREENING PROTOCOLS

In each block below, describe the screening protocol to be used including where screening occurs, method of determining symptoms and possible exposure, and action taken if screening reveals possible virus. Include how the data will be submitted to the Department.

SCREENING PROTOCOLS

18. RESIDENTS

Residents are having their temperature taken twice a day and are screened daily for any symptoms. If a resident has a fever they will be quarantined to their room following DOH guidelines. If COVID is suspected they will be tested on site, and staff will follow the red flag procedure.

19. STAFF

Staff are filling out the new employee screen daily and getting temperatures taken at beginning and end of their shift. If a staff member is not feeling well or has possible exposure, they are sent home immediately and the infectious disease nurse communicates with them and develops a plan for testing and safe RTW. All COVID related staff absents are covered under our new "COVID RTW policy"

20. HEALTHCARE PERSONNEL WHO ARE NOT STAFF

Presently our contract rehab therapists are only working in our buildings. They follow the same screening and testing protocol as FH employees. Any additional health providers ie hospice or phlebotomist are screened and outfitted with the appropriate PPE. Essential health care visits are the only ones performed at this time.

21. NON-ESSENTIAL PERSONNEL

Non essential personnel will be allowed to visit outside while maintaining social distancing and universal masking. An employee is assigned to porch duty during these times to ensure compliance

22. VISITORS

We have not allowed indoor visitation. Supervised outdoor visitation had been allowed following the state guidelines with visitors wearing masks and maintaining 6 feet prior to any COVID cases at FH. We will be following the States prerequisites to determine when outside visitation can reoccur since we have had COVID cases in the facility.

23. VOLUNTEERS

We are not using nor do we plan on using volunteers during the pandemic

COMMUNAL DINING FOR RESIDENTS UNEXPOSED TO COVID-19

Communal dining is the same for all steps of reopening so there is no need to differentiate among the three steps.

24. DESCRIBE COMMUNAL DINING MEAL SCHEDULE, INCLUDING STAGGERED HOURS (IF ANY)

The two dining rooms have been arranged to guarantee 6 feet distance between unrelated diners. If warranted due to census we will stagger meal times in order to accommodate these guidelines

25. DESCRIBE ARRANGEMENT OF TABLES AND CHAIRS TO ALLOW FOR SOCIAL DISTANCING

Tables were rearranged and additional tables utilized in order to comply with guidelines.

26. DESCRIBE INFECTION CONTROL MEASURES, INCLUDING USE OF PPE BY STAFF

All staff are wearing masks and those with hands on contact are wearing gloves. Staff engaging with the isolation/quarantined residents require gowns and face protection

27. DESCRIBE ANY OTHER ASPECTS OF COMMUNAL DINING DURING REOPENING

We will continue with Friday Al Fresco dining on the porch and patio following the same guidelines. All condiments are single serve with no shared objects

ACTIVITIES AND OUTINGS

In each block below, describe the types of activities that will be planned at each step and the outings that will be planned at Step 3 (an all-inclusive list is not necessary). Include where they will be held and approximately how many residents will be involved. Describe how social distancing, hand hygiene, and universal masking will be ensured. Also include precautions that will be taken to prevent multiple touching of items such as game pieces.

28. DESCRIBE ACTIVITIES PLANNED FOR STEP 1 (FIVE OR LESS RESIDENTS UNEXPOSED TO COVID-19)

Exercise, bingo, music appreciation and instrument playing will all be done in small groups (multiple sessions dependent on interest) and outside if possible. One-on-one activities with staff and residents will continue during this stage. In all cases universal masking, social distancing and hand hygiene are required.

29. DESCRIBE ACTIVITIES PLANNED FOR STEP 2 (TEN OR LESS RESIDENTS UNEXPOSED TO COVID-19)

Group activities will be limited to 10 and done outside if possible. In all cases universal masking, social distancing and hand hygiene are required. Activities planned will be exercise, bingo, music appreciation/group instrumentation, movies

30. DESCRIBE ACTIVITIES PLANNED FOR STEP 3

Group activities will be held except for singing/choir and done outside if possible. In all cases universal masking, social distancing and hand hygiene are required.

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31. DESCRIBE OUTINGS PLANNED FOR STEP 3

Outings will be held and limited to no more people than can safely maintain social distancing. Hand hygiene and masking will be required. Country rides will resume once prerequisites are met following all guidelines. Outings will be limited to outdoor venues where there will not be any interaction with other people.

NON-ESSENTIAL PERSONNEL

In Step 2, non-essential personnel deemed necessary by the facility are allowed (in addition to those already permitted in Section 4 of *Interim Guidance for Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities During COVID-19*). In Step 3, all non-essential personnel are allowed. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

32. DESCRIBE THE LIMITED NUMBER AND TYPES OF NON-ESSENTIAL PERSONNEL THAT HAVE BEEN DETERMINED NECESSARY AT STEP 2

At this time no non-essential personnel have been allowed in the facility. We will address this when need arises. Several of our staff members are able to work in the beauty parlor so we do not have to use outside contractors

33. DESCRIBE HOW SOCIAL DISTANCING, HAND HYGIENE, AND UNIVERSAL MASKING WILL BE ENSURED FOR NON-ESSENTIAL PERSONNEL AT STEPS 2 AND 3

Non-essential personnel will be allowed to visit outside while maintaining social distancing and universal masking. Outdoor visits will be monitored by staff

34. DESCRIBE MEASURES PLANNED TO ENSURE NON-ESSENTIAL PERSONNEL DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19

All doors require a code to enter so that all non-employees trying to enter the building need to ring the doorbell to enter and can be monitored.

VISITATION PLAN

For visitation to be permitted in Steps 2 and 3 of reopening (as described in Section 6 of *Interim Guidance for Personal Care Homes, Assisted Living Facilities and Intermediate Care Facilities During COVID-19*), the following requirements are established. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for visitors.

35. DESCRIBE THE SCHEDULE OF VISITATION HOURS AND THE LENGTH OF EACH VISIT

Visitation will only be allowed outdoors weather permitting until further notices. FH staff monitor these visits between 2pm-5pm to ensure all precautions are being followed. The number of visitors will be limited when social distancing can not be maintained. We are using our extensive porch for these visits. Residents are on the porch and families are on the grounds > 6 ft away with masks.

36. DESCRIBE HOW SCHEDULING VISITORS WILL OCCUR

We have requested families call the Community Life Department in advance to schedule visits to ensure adequate spacing can occur

37. DESCRIBE HOW VISITATION AREA(S) WILL BE SANITIZED BETWEEN EACH VISIT

The porch is cleaned daily and all seats are wiped down.

38. WHAT IS THE ALLOWABLE NUMBER OF VISITORS PER RESIDENT BASED ON THE CAPABILITY TO MAINTAIN SOCIAL DISTANCING AND INFECTION CONTROL?

No more than 5 with special request

39. DESCRIBE THE ORDER IN WHICH SCHEDULED VISITS WILL BE PRIORITIZED

Special events/milestones will be prioritized. Indoor visitation has been allowed for end of life situations where visitors are screened and wearing proper PPE>

40. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 2 (CONSIDERING SUCH SAFETY FACTORS AS EXPOSURE TO OUTDOOR WEATHER AND TRANSPORTING RESIDENT TO VISITOR LOCATION)

All porch visits will be monitored by a staff member on the porch. Employees have been assigned porch duty Residents can freely exit/enter from the main building onto the porch in the FH. The LH outdoor visitation area is off the dining room and staff is available to assist as needed.

41. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 2 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE

The Friends Home has an extensive covered porch that is accessible from the main hallway. Linden Hall has a secure patio accessible from the dining room that has umbrella coverage only and is always supervised.

42. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS

All visitors will remain on the grounds of Friends Home which is greater than 6 feet from the porch. For Linden Hall all residents will be seated 6 feet from the fence to ensure compliance with visitors on the other side of the fence.

43. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED IN THE EVENT OF EXCESSIVELY SEVERE WEATHER TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE

We do not have plans for indoor visitation at this time due to the high incidence of COVID in our surrounding area

44. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS

Once these visits are allowed-they will occur in the parlor in Friends Home and the dining in Linden Hall to allow for social distancing

STEP 2

VISITATION PLAN

STEP 3	45. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 3 (CONSIDERING SUCH SAFETY FACTORS AS TRANSPORTING RESIDENT TO VISITOR LOCATION)
	All visits will be supervised by staff.
	46. WILL OUTDOOR VISITATION BE UTILIZED AT STEP 3? IF NO, SKIP TO QUESTION #52
	yes
	47. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 3 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER "SAME")
	same
	48. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS (IF THE SAME AS STEP 2, ENTER "SAME")
same	
49. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER "SAME")	
same	
50. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS (IF THE SAME AS STEP 2, ENTER "SAME")	
same	
51. FOR THOSE RESIDENTS UNABLE TO BE TRANSPORTED TO THE DESIGNATED VISITATION AREA, DESCRIBE THE INFECTION CONTROL PRECAUTIONS THAT WILL BE PUT IN PLACE TO ALLOW VISITATION IN THE RESIDENT'S ROOM	
Presently only end of life visits are occurring in rooms and will involve screening of visitors and use of full PPE	

VOLUNTEERS

<p>In Step 2, volunteers are allowed only for the purpose of assisting with outdoor visitation protocols and may only conduct volunteer duties with residents unexposed to COVID-19. In Step 3, all volunteer duties may be conducted, but only with residents unexposed to COVID-19. Screening, social distancing, and additional precautions including hand hygiene and universal masking are required for volunteers.</p>
52. DESCRIBE INFECTION CONTROL PRECAUTIONS ESTABLISHED FOR VOLUNTEERS, INCLUDING MEASURES PLANNED TO ENSURE VOLUNTEERS DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19
<p>We do not plan on utilizing volunteers during the pandemic unless they are outside providing entertainment. Then they will be screened and staff will be present to ensure the 6 foot distancing.</p>
53. DESCRIBE THE DUTIES TO BE PERFORMED BY VOLUNTEERS DURING STEP 2
Entertainment only

Christine McDonald

8/10/2020

SIGNATURE OF ADMINISTRATOR

DATE