



August 2020

### Family and Residential Provider Responsibilities:

Reopening of the day programs require strict adherence to the EOHHS Day Program Reopening Guidance and a commitment to ensuring the continued health and safety of all staff and program participants. The Charles River Center is committed to do this, but we must work together to for the reopening to be successful.

As family members and residential providers, we ask that you agree to the following:

1. Agree to complete the daily self-screening checklist and bring it with you to the designated drop-off entrance. Persons served will not be permitted to enter the building unless it is completed in full, signed and dated by the family or residential caregiver.
2. Agree to remain in the drop-off area until your person has passed through the screening process.
3. Agree to provide a prepared lunch, stored with a cold pack. It must be ready to eat in the prescribed texture for safe consumption. A cold lunch is preferable, but microwaves are available in each group room if needed.
4. Agree to be available to receive and respond immediately to a call from the program, if the program participant must be pick-up due to illness or symptoms of COVID-19.
5. Agree to not visit or enter the program facility.
6. Agree to limit the volume of belongings sent into the program to those which are necessary such as a change of clothes, personal care items, a coat or sweater, a lunch, and adaptive equipment.
7. Agree not to send the participant into the program if he/she displays any symptoms or have encountered anyone with COVID-19 symptoms or who have had a positive test result.
8. Program participants can only attend on those days in which they are scheduled to attend.
9. Masked are strongly encouraged. If tolerated, send the person to the program wearing a cloth masks and with a spare cloth mask in case it is needed. Masks should be washed nightly. If masks are not tolerated, a training program will be created to help the person served tolerate it. Please send in 2 labelled cloth masks.
10. When applicable, new doctor's orders and medications need to be brought to the program and left with the nurse or program director as the previous ones may have expired.

Please note that continued participation in the day program is contingent upon strict adherence to these responsibilities.

As always, the Charles River Center will continue frequent and transparent communication with you regarding the status of the day program reopening.

We look forward to seeing you!

Program Contact: \_\_\_\_\_ Tel: \_\_\_\_\_