

The Sumner County Health Reopening Plan was updated May 29 in response to the governor passing planning responsibility to local counties. Sumner County is currently operating in phase 3 of its reopening plan, with an anticipated phase-out slated for June 17.

Futures Unlimited, Inc. provides day, residential, and wellness monitoring through the I/DD waiver. Of those services, the pandemic has primarily impacted our day supports, due to the larger number of persons served in one setting.

We support approximately 40 individuals in a variety of site and community-based settings. According to Centers for Disease Control and Prevention criteria, approximately 75% of these individuals are considered to be high-risk for severe illness. Due to the significant risk factor of our population, we will continue to provide supports using measures that are equal to or, in most instances, more restrictive than local guidelines or orders.

We have allowed a buffer between our anticipated dates of increasing day activity and the county's anticipated dates. This provides us time to monitor and respond to any changes in the county's guidance or orders.



### Phase 1: As of May 22

**Service Activity:** Initially during the pandemic, we supported people with maintaining essential activity only. Eight individuals have been involved with ongoing employment, training or community-based activity. Those who live in our residential settings have received their day

supports at home. Agency provided day supports were suspended for those living at home with family, who arranged for alternative support.

As of 5/22, Individuals receiving our day supports at home, who were not considered high risk, began to be supported with nonessential, community-based activity within their home community. There were 8 individuals identified. The activity takes place on a one to one basis, or with others they live with (if also not considered high risk).

Wellness Monitoring, Case Management and other 'home visit' services have been provided virtually.

**Health Screenings:** Individuals living in our 24-hour group home settings have continued with daily temperature checks and monitoring for symptoms. Employees coming on duty to those settings have their temperature taken before entering the property. All employees continue to self-monitor and report symptoms.

**Cleaning:** Cleaning and disinfecting take place daily in all service settings; with special attention given to all high touch surfaces.

Route vehicles/public transport are disinfected in between riders, as time allows, and at the end of the business day. Fleet vehicles driven by support staff are equipped with supplies for disinfecting after each use.

**Social Distancing:** Throughout the pandemic, we have practiced and encouraged social distancing, with the exception of personal care.

**Masks:** Outside of the home situations where maintaining social distancing is difficult (such as a vehicle), masks continue to be required for the individual and their support staff.

**Visitors:** Entrance to our settings have been limited to essential service personnel only. However effective 5/22, our office settings reopened to the general public.

Off-site visits with family/guardians were added. Visitors who come on-site to pick up their family member remain outside with at least 6 feet of social distancing; while staff review a series of health screening questions with them, and provide some basic illness prevention education, before the individual leaving. Masks are sent with the individual. Before the individual reentering the home, we discuss the health screening questions again, and the individual's temp is taken. We then support the person with practicing hand hygiene and laundering their clothing.

**Education:** We have provided ongoing education for those we support and our employees, including, but not limited to, hand hygiene, illness prevention, monitoring of symptoms, use of personal protective equipment, cleaning and disinfecting, and individual site plans.

**Meetings:** Employees have participated in a limited number of in-person meetings, only where social distancing could be maintained. All others, who needed or preferred to, participated virtually.

**Trainings:** Most in-person training has continued, as long as social distancing could be maintained in the setting. Masks have been optional in those situations. Training that requires close physical contact has either been suspended or masks were required.

**Travel:** A shortlist of non-high-risk individuals began to be supported 5/22 with local, nonessential travel. All nonessential travel out of town had previously been suspended and continues to be.

## Phase 2: Effective June 30

**Service Activity:** We plan to partially reopen site-based day activity for a limited number of individuals (up to 24) on June 30. This encompasses those served at one of our group homes, all individuals who live in apartment settings, and some of the individuals who live at home with family. We will also support these same individuals with nonessential, community-based activities that expand beyond their home community.

We will begin to support the remaining list of individuals (who are still receiving their day supports at home) with local, nonessential community-based activity.

Case Management, Wellness Monitoring and other 'home visit' services will continue to be provided virtually.

**Health Screenings:** A basic assessment, which includes temperature taking, will occur for all persons served before leaving their residential setting to attend day activity (previously this was only the group home settings). For those live at home with family and are returning to day activity; we will arrange alternate plans on an individual basis so we can verify this information, before their pick up and/or arrival.

All employees will continue to self-monitor and report any symptoms. Employees will continue to have their temp monitored upon arrival, before entry to a congregate location (group home or day site).

**Cleaning:** Our day site is cleaned professionally nightly. Additional cleaning and disinfection of all high-touch areas will occur at least daily by agency personnel, and as otherwise warranted. Our residential properties continue to be cleaned and disinfected daily.

Route vehicles/public transportation vehicles are disinfected in between riders, as time allows, and at the end of the business day. Fleet vehicles driven by support staff are equipped with supplies for disinfecting after each use.

**Social Distancing:** Based on the numbers and the select persons in this group, we are capable of social distancing within the day site.

**Masks:** Effective June 22, direct services staff working in all locations are required to wear masks in any situation where they cannot maintain appropriate social distancing while interacting with persons served.

Masks will still be required for all staff and persons served while riding in vehicles. Masks will strongly encouraged where maintaining social distancing is difficult in community settings.

**Visitors:** Normal family/guardian visitation practices will resume in our residential settings, with staff reviewing a standard list of health screening questions upon arrival, followed by hand hygiene upon entry.

**Education:** As we have done throughout the pandemic, we will continue to provide both formal and informal illness prevention training to those we serve and those who support them; including, but not limited to, hand hygiene, illness prevention, monitoring of symptoms, use of personal protective equipment, cleaning and disinfecting, and individual site plans.

**Meetings:** Meetings will be held with a combination of in-person and virtual attendance options. All meeting participants have the option to participate virtually, based on preference and/or the social distancing needs of the group. We will make every effort to arrange meetings in settings where social distancing can be met. If we cannot, we will ask each participant to either wear a mask, or have their temp screened before the meeting.

**Trainings:** All trainings will resume. Training situations where social distancing cannot be maintained, masks will be required.

**Travel:** Nonessential travel outside of home communities will occur for those participating in typical day activity. We will continue to adhere to KDHE travel and quarantine guidelines for travel to high-risk areas, for both employees and persons served.

## Phase 3: Effective July 7

**Service Activity:** We will resume all site-based and community-based day support for all participants. This encompasses the remaining people living in two of our group homes, and the remainder of those who live at home with family.

In-person Wellness Monitoring services will resume at the individual's preferred location (as opposed to virtually). If this is to take place in the family home, an advance phone call to assess any illness in the home will take place before. This will continue indefinitely.

Case Management home visit activity will continue to be suspended and virtual options will be utilized instead. This will continue at least until Oct. 31, 2020. At that time, an advance phone call to assess any illness in the home will take place before. This will continue indefinitely.

**Health Screenings:** We will continue our current practice through July 31 of screening employees upon the first arrival for a day or group home shift, and screening individuals before leaving their residential location to participate in day activity. At that time, we will communicate self-screening guidelines with all families and guardians, and conspicuously post self-screening questions in all of our congregate settings.

**Cleaning:** Standard cleaning and disinfection practices will continue at least once daily, and as needed, for all service settings and agency-owned vehicles.

**Social Distancing:** Social distancing will be encouraged.

**Masks:** Direct services staff working in all locations will continue to wear masks in any situation where they cannot maintain appropriate social distancing while interacting with persons served.

Mask usage will be optional. We will continue indefinitely to provide cloth masks for those who choose to wear them.

**Visitors:** Visitors at all sites will be expected to self-monitor for symptoms and practice good hand hygiene. Staff are trained to monitor and visibly assess any signs of illness upon arrival and will intervene with further questioning if warranted.

**Education:** Per our normal practice, we will continue to provide both formal and informal training; including, but not limited to, hand hygiene, illness prevention, monitoring of symptoms, use of personal protective equipment, cleaning and disinfecting, and individual site plans.

**Meetings:** Meetings will be held with a combination of in-person and virtual attendance options, as long as social distancing can be maintained for those attending in person. Meeting participants have the option of participating virtually if more comfortable or if the size of the group warrants it. Mask usage is optional for all participants.

**Trainings:** The full training schedule will continue as normal. Mask usage will be optional for all participants.

**Travel:** Nonessential travel outside of home communities will occur for all individuals participating in typical day activity. We will continue to adhere to KDHE travel and quarantine guidelines for travel to high-risk areas, for both employees and persons served.

## REVISIONS TO REOPENING

If our county experiences an outbreak or a cluster, our health department director indicates this may trigger a new recommendation or order that's more restrictive. **We will continue to monitor county updates and make appropriate adjustments to our procedures.**

## BACKUP PLAN

Our congregate day site will be re-closed in the event any person who has accessed the site is confirmed to have COVID-19, or has been in close contact with someone with a confirmed case. By design the building is very open, making it difficult to close off parts of the whole. We will be completely shut down for a minimum of 48 hours (allowing for 24 hours for the space to be sealed off, then an additional day for thorough disinfection). No one will work in or access the day services building, other than to clean, during the designated time.

Any persons diagnosed with or believed to have recent close contact with someone with a confirmed COVID-19 case, cannot access day settings or activities for 14 days following their last exposure. There's potential for this number to be high (if it's someone we serve or employ). Therefore, a determination will be made at that time regarding a full building shut down.

If this person is also receiving our residential supports, they and all housemates will quarantine at home 14 days following the last exposure. The individual directly exposed will further isolate themselves, per the site plan applicable to their residential location. They will not access day programs. Visitation will be limited to essential service personnel during the duration of the quarantine.

In the event of an outbreak or a cluster, that is tied back to Futures Unlimited (employees or persons served), additional planning will be warranted. All persons served, especially those who live with family, will be encouraged to have a backup plan, in the event of day programs being impacted by the virus in the future.

This is a fluid plan, and we anticipate making revisions to our procedures as necessary.

