

GUIDANCE FOR CICL EMPLOYEES AS ESSENTIAL WORKERS

The following guidance is intended to give all CICL Essential Workers (DSPs, and all others who work directly with individuals we serve) information on how to avoid exposure to COVID-19, monitoring possible exposure and the protocols CICL will follow in determining if an employee is safe to provide direct support and services.

- ALWAYS WEAR A MASK WHEN IN PUBLIC – it is very clear that the best way to avoid getting (or giving) the virus from or to others is to wear a mask.
- AVOID LARGE GATHERINGS (10 or more people) – this is especially important if you cannot MAINTAIN a safe 6 foot distance from others.
- AVOID MASS TRANSPORTATION – try to find other means of travel if possible where you can maintain social distance, especially with people you do not live with.
- AVOID GOING TO “HOT SPOT” LOCATIONS – these locations are constantly changing so it is important to be informed when you make plans for community involvement.

ASSESSING RISK GUIDELINES

- COVID RELATED RISK ASSESSMENT/TEMPERATURE LOG IN will be done for each employee on the PROVIDE “report work” page. It is important that these questions are answered truthfully so it can be determined if employee is reasonably safe to provide direct care.
- Nursing staff will be notified if an employee’s responses imply a possible COVID exposure. They will contact the employee to learn more about their possible exposure. Based on what they learn, they will use the “IllnessEvaluation-Potential COVID Exposure “ tool to make the following recommendations about the employees’ continued contact with clients:
 - Believe the risk is **high** and recommend this employee be furloughed from continued direct contact with clients for a defined period and with other recommendations (possible testing, symptom monitoring, etc). The nurses will notify David, Trent, and Tom and through discussion a final decision will be made.
 - Believe the risk is **medium** and the employee can return to work but with certain restrictions, such as wearing a mask and a face shield, or daily check -in with supervisor to monitor health during a set period.
 - Believe the risk is **minimal** and the employee is safe to continue to work.