Adult Services at The Faison Center

Health and Safety Plan
Foreword

During this crisis, The Faison Center’s number one priority has, and always will be, the safety and health of those who we serve and our staff. As with all plans during these challenging times, they are subject to change as more information is provided. This Health and Safety Plan is the most up-to-date plan that will apply to Adult Services programs. This plan, as was the case with the previous plan, followed and incorporated all guidance from the CDC and the Virginia Department of Health. Additionally, we convened a group of parents, staff, medical professionals, and autism community leaders to review and revise this plan along with the plan we are implementing for our other programs. The members of the Faison Health and Safety Review Team are listed on the following page. Finally, we reviewed our plan with the Henrico County’s Emergency Response Team and Department of Health. These entities reviewed our plan and provided excellent feedback and guidance. The Emergency Response Team visited our campus to walk through how these plans would be implemented.

Just as with all plans to reopen anything in this environment—schools, businesses, recreation facilities—the purpose of this plan is to mitigate the risks associated with COVID-19. Furthermore, this plan is subject to revisions as the guidance and information we receive regarding the virus and the public health conditions change. We will notify you of any substantive revisions that may be made to this plan in the future.

To everyone who helped create this plan, I cannot thank you enough. Your dedication to the health and safety of those we serve in Adult Services and our staff is greatly appreciated and is clearly reflected in this plan.

Sincerely,

W. Brian McCann

President and CEO
Health and Safety Review Team

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<th>Representation/Role</th>
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Staff Facilitators

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COVID-19 Richmond Team

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Faison Center Adult Services

Last Updated: March 1, 2022

Protocols to Ensure Health and Safety of Individuals / Staff. These protocols are subject to change.

A. Provision of Services:

• In general, The Faison Center's Adult Services programs will provide services in-person.
• All employees providing residential services are considered Essential Employees.
• Contact tracing across all service settings.

B. Individual Precautions and Risk Mitigation:

• Mask use is encouraged for all individuals, regardless of vaccination status, especially when participating in indoor support activities.
• In service settings, the CDC currently recommends maintaining 3 to 6 feet of distance between students/clients. We will adhere to this guidance to the maximum extent possible, in addition to utilizing layered mitigation strategies (e.g., proper handwashing, promotion of mask-wearing, etc.).
• Students/clients will sanitize/wash hands upon arrival and frequently throughout the day, including but not limited to: between staff switches, before eating, and after using the restroom.
• High touch surfaces will be cleaned and disinfected daily.
• All service settings will be equipped with necessary cleaning supplies and staff will ensure that supplies are stocked in preparation for each day.
• Sharing items across individuals and staff will be prevented as much as possible. Disposable or single-use items will be preferred. If an item is re-usable, staff will disinfect it between each use.

C. Individual Illness:

Adult Day:

• Parent/caregiver will be called for immediate pick-up for suspected illness including any COVID-19 symptoms.
• If an individual is exhibiting COVID-19 symptoms, they will be brought to a designated observation area.
• Guidelines for return to services will be followed.

Please see Appendix 1 and Appendix 2 for additional information.

**Faison Residence:**

• Staff will perform daily wellness checks to monitor for any symptoms of COVID-19.

• Staff will provide education to individuals about COVID-19 symptoms, ways to prevent exposure and transmission of COVID-19, and what to do when you are feeling sick (e.g., staying home, contacting employer, etc.).

• If an individual is exhibiting COVID-19 symptoms and/or tests positive for COVID-19:
  - Staff will immediately notify the Lead CSC On-call.
  - Staff will encourage the individual to stay home and away from others (including their roommate).
  - Individuals shall wear a well-fitting mask if they must be around others.
  - Staff will encourage the individual to follow current CDC and VDH guidelines on when they can end their quarantine and leave their home.
  - Staff will support the individual in contacting their parent/guardian and/or seeking medical attention.
  - Staff will support the individual in following recommendations from their support team, including: getting tested for COVID-19, how to care for themselves, and when to seek medical attention.
  - In-person services will be limited to the minimum amount of time that the individual’s support team feels is clinically effective. The support team will consider each individual’s circumstances and medical and social risk factors.

• Staff will provide transportation for testing or non-urgent medical care if needed.

**Family Partner:**

• Screen and monitor the individual for symptoms of COVID-19.

• Keep individual home if they are experiencing symptoms of COVID-19 and try to minimize their contact with others (e.g., those who share their home).

• Follow current CDC and VDH guidelines on when the individual can end their quarantine and leave their home.

• Contact the individual’s guardian and let them know about their child’s condition. Follow the guardian’s recommendations.

• Notify the Director of Adult Services if the individual:
is experiencing symptoms of COVID-19, tested positive for COVID-19, or had recent prolonged close contact with someone who has tested positive for COVID-19.

• Provide transportation to testing or non-urgent medical care if needed.
• Track close contacts

If the individual attends Faison’s Adult Day program or the Faison School, follow return to services guidelines (See Appendix 1 and 2).

D. Parent / Guardian Responsibilities:

• Parents are strongly encouraged to have their child receive vaccination against COVID-19, as soon as eligible. Parents agree to provide confirmation of vaccination when received.

• Parents must screen their children for symptoms of COVID-19 each day prior to leaving for campus. If they have a temperature of 100.4 of greater or other symptoms associated with COVID-19, they will not be sent to school and parents will notify Faison.

• There may be unique circumstances where an individual's medical condition or their behavior manifests similar to COVID-19 symptoms. As such, parents must communicate any relevant features to Faison, accompanied with documentation from a physician so that Faison may make informed, case-by-case decisions to allow the individual to remain on campus.

• Parents will notify Faison if the child has recent prolonged, close contact with an individual with a positive COVID-19 test and will follow Appendix 2 for exposure protocols.

• Parents will send their child to campus each day with a mask, and work with Faison staff to assist in helping the individual wear the mask.

• Parents will be available at all times, or ensure emergency contact is available, in case pick-up is needed at any time throughout the day.

• Individual pick-up and drop-off will occur in the car line. If parents need to pick-up or drop-off an individual at times other than designated, they will be asked to call the program’s on-call phone and staff will meet the parent at the car to accompany the individual.

• If a parent needs to drop off items (lunch, supplies, etc.), they will call the program's on-call phone and coordinate the drop off with staff.

• Parents will send no more than one week's worth of supplies at a time, so that we may limit the amount of items to be stored.

E. Community Access and Visitors:

• All Adult Services-organized community-based activities must be approved by the Program Manager
or their designee.

- Individuals at the Faison Residence and/or Family Partners will use their discretion with allowing visitors into their homes. Faison employees will reschedule services if/when an individual has visitors/guests.
- No visitors or guests are welcome in any setting that is owned and/or operated by The Faison Center without express permission from the Director of Adult Services.

F. Staff Precautions and Risk Mitigation (Does not apply to Family Partner sponsors):

- Faison staff have access to COVID-19 vaccination and are highly encouraged to get vaccinated if they have not done so already.
- Staff will screen themselves for symptoms of COVID-19 each day prior to leaving for work. They will not report to work if they have a temperature of 100.4 or greater or other symptoms associated with COVID-19.
- All staff will be required to stay home when they are sick and follow guidelines if exposed to COVID-19. Sick leave policies allow for staff to stay home when necessary.
- All staff must be wearing a mask or face covering upon arrival to a workplace setting and masks will be worn at all times through the day. Exceptions include:
  - When outside and 6 feet away from individuals/other staff, staff may remove masks whether vaccinated or unvaccinated.
  - When services are not in session and no individuals are in the building (i.e., prior to arrival and after dismissal), vaccinated staff may remove masks.
  - In closed meetings/offices where no students/clients are present, vaccinated staff may be permitted to remove masks, based upon on-going prevalence of the infection rate.
- Hand sanitizing or handwashing will be performed immediately upon entry to the building, and frequently throughout the day.
- Personal protective equipment such as gloves and extra masks will be available for use at all times by staff to use as needed.
- Staff will be required to physically distance themselves throughout common areas.
- Meetings will be limited to rooms that can accommodate social distancing, and video conference/phone meetings will be utilized if distancing cannot be utilized.

Please see Appendix 1, which describes what steps will be taken if a Faison Community Member is confirmed to have COVID-19 (i.e., staff, student, client, or approved contractors). Please also see Appendix 2 for the Notification and Return to Center Protocols for COVID-19 Related Incidents.
APPENDIX 1

Protocol: Faison Community Member* is confirmed to have COVID-19

*Defined as staff, student, client, or approved contractors

1. Director of Administration or designee will follow local health department guidance. Decisions regarding reduction of in-person attendance and closure due to confirmed COVID-19 cases will be made based upon guidance from the Virginia Department of Health.

2. Program Supervisor/Manager will identify and report to the School Nurse or designee:
   - When individual with COVID-19 was last on campus
   - Locations used by individual with COVID-19 while on campus— these areas will be immediately closed by Operations if the individual was on campus within the past 24-hours
   - Close contacts - which staff and/or students/clients did the individual with COVID-19 have prolonged close contact with.

3. Faison will communicate to staff and parents following Notification and Return to Center Protocols for COVID-19 Related Incidents. In communication, provide information including resources on how to self-monitor for symptoms for those identified to have closed contact with confirmed case, and follow CDC guidance if symptoms develop.

Returning to campus:

Follow Notification and Return to Center Protocols for COVID-19 Related Incidents (Appendix 2).
APPENDIX 2

Notification and Return to Campus Protocols for COVID-19 Related Incidents

The Notification and Return to The Faison Center Protocol was developed in consultation with the Virginia Department of Health.

Notification Protocol for COVID-19

All individuals are required to report a positive test for COVID-19, symptoms of COVID-19, or exposure to COVID-19. Do not report to campus if any of these occur and follow the guidelines below.

Duration of Absences

Confirmed Case of COVID-19

When a staff member or student/client tests positive for COVID-19, they may return to campus 10 days following the onset of symptoms (or positive test, if asymptomatic) provided all symptoms are improving and the individual has been fever-free (below 100.4) without fever-reducing medications for 24 hours.

Symptoms of COVID-19

A staff member or student/client experiencing any symptoms associated with COVID-19 may return to campus if one of these conditions is met:

- 5 days have passed since the onset of symptoms, all symptoms have resolved, and the individual has been fever-free (below 100.4) without fever-reducing medications for 24 hours.

  OR

- A doctor’s note is provided stating that the individual is cleared to return to campus.

  OR

- The individual experiencing symptoms has documentation of a negative COVID-19 laboratory test and has no known exposure to COVID-19.

Exposure to COVID-19

Individuals Not Fully Protected against COVID-19

Individuals not fully protected against COVID-19 who have had prolonged close contact with an individual diagnosed with COVID-19 are required to remain off campus and closely monitor for symptoms for 10 days after the last exposure.
Individuals may be eligible to return after only 5 days as long as all of the following conditions are met:

- The individual has no symptoms.
- Documentation of a negative laboratory COVID test is provided that was conducted at least 5 days after exposure.
- Staff members (and students/clients who are able) must adhere to a more stringent mask policy for days 6-10 after exposure.**

** Mask must be worn at all times. The maskless break areas will not be available. Staff may remove masks only when outside and more than 6 feet from other employees or students/clients.

** Individuals Fully Protected against COVID-19

Individuals who are fully protected and have had prolonged close contact with an individual diagnosed with COVID-19 must continue to monitor symptoms closely for 10 days following exposure. These individuals may continue to report to campus unless symptoms develop.

** Household Contact

If you live with an individual diagnosed with COVID-19, please notify Faison regardless of vaccination status. The quarantine period will vary depending upon individual circumstances.

* Fully protected = Individual has received BOTH doses of either Pfizer or Moderna vaccine AND have received a booster dose if 6 months have passed since the second dose OR the individual has received one dose of the J&J vaccine AND has received a booster dose if 2 months have passed since initial dose. Individuals under 18 do not need booster dose to be considered fully protected.

** Mask must be worn at all times. The maskless break areas will not be available. Staff may remove masks only when outside and more than 6 feet from other employees or students/clients.