



TO: Covenant Woods Employees
FROM: Emily Endert, Director of Human Resources
RE: 06/10/2021 COVID-19 Weekly Staff Update

IMPORTANT:

- COVID-19 Testing monthly for Manor East employees. Next test date July 6, 2021.
- SCREENING required only for Manor East employees, vendors and visitors only.
- Unvaccinated employees in all areas of the building MUST wear the appropriate mask for that area.
- ALL employees in Manor East MUST wear a mask, regardless of vaccination status.
- Employees must notify clinic when newly vaccinated, at first and second stage of vaccine.

COVID-19 TESTING: Tuesday, July 6th (due to the holiday)

- Bring your license and insurance card each time you are tested.
- Those who do not have insurance must sign an attestation that there is no insurance.
- There were no new positive COVID results since the last report.

SCREENING ENTRANCES:

Lower Level C-Wing Station: staffed from 6 a.m. – 5:30 p.m. and 10:45-11:15pm daily
Manor East Clinic Station: staffed 7 a.m. – 8 p.m. seven days a week.

- Employees who work in Manor East must use the Lower Level C-Wing Entrance/Screening location.
- Employees who work in the Manor, Manor West and the Lodge do not need to screen, unless entering Manor East, and have the option to screen at the Manor East Clinic entrance.
- Do not walk through Manor East before being screened.

PREVENTION: Continue with all precautions at home & work even if you are vaccinated.

- Wash your hands frequently with soap & water for at least 20 seconds.
- Use hand sanitizer when soap is not available.
- Wear a mask, if unvaccinated, when around others who do not live in your home.
- Avoid large gatherings.
- Maintain 6 feet social distance even when wearing a mask.

MASKS: *Violations of these requirements will result in disciplinary action.*

- Manor East employees will be issued surgical masks daily.
- Unvaccinated employees who work in the Manor, Manor West and the Lodge may wear 2-layer cloth masks.
- Properly wearing your mask is required when approaching any screening station and inside Manor East.

DO NOT DROP YOUR GUARD. Continue with all precautions at home and at work. Be vigilant. *Thank you for what you are doing to keep the residents and yourself & your families safe, and for sharing your smile with others.* Until next week, please stay safe.

VACCINATION: Those 12 and over may now be vaccinated.

- *If you want to receive a COVID -19 vaccine, contact the Clinic at x 8705 to be added to the list.*
- Register personally at vaccinatevirginia.com and you will be notified of a time/place, or
- Contact pharmacies for the vaccine, or county vaccine clinics.
- Identify as a health care worker when registering for vaccine.
- *You must inform the Clinic after your first dose and again after the second dose if a two-step vaccine; or after vaccination if a single dose. This is required for our reporting.*

NOTIFY YOUR SUPERVISOR if:

- You have an outpatient procedure, ER visit or hospital stay or visit someone in the hospital.
- You are working a second job, and where.
- Your other employer requires testing and/or has a positive case.
- Your child's school or daycare has a positive COVID-19 case.

REMINDERS:

- Routine visits to the doctor or dentist do not require quarantine.
- CDC & state guidelines are changing.
- See your manager about how changes at Covenant Woods affect you.

TRAVEL:

<https://wwwnc.cdc.gov/travel/notices/warning/coronavirus-global>

- CDC is limiting entrance to US from some countries.
- Travelers coming into the US via air travel must have a negative COVID test before boarding a flight to the US.
- Check the CDC website for restrictions & precautions for travel, particularly via public transportation.
- You can find toolkits on the CDC website for different modes of travel.
- Travel Safety Precautions are posted near each of the time clocks.

Guidance within the US released by CDC:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>

- Fully vaccinated staff are not required to test or quarantine if asymptomatic. (A negative COVID test is still required to return to the US.)
- Employees who have recovered from COVID within the past 90 days will follow the vaccinated person requirements regardless of their personal vaccination status.
- If you recently traveled, or have upcoming travel plans that take you out of the area, you must speak with your supervisor.

Locality specific updates: enter your zip code or city and state for current status

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-planner/index.html>

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