



TO: Covenant Woods Employees
FROM: Emily Endert, Director of Human Resources
RE: 9/9/2021 COVID-19 Weekly Staff Update

HIGHLIGHTS

- *The county positivity rate is 11.3% this week. Twice weekly testing required.*
- **ALL** employees must be fully vaccinated by October 15, 2021. Exemption requests reviewed by HR.
- Notify your supervisor if your child's school or day care reports a positive case.

SCREENING is required for Manor East employees, vendors and visitors

Do not walk through Manor East before being screened.

- 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.
- **ANYONE** entering Lower-Level C-wing must don a mask before entering, and will be screened!
- IL staff who prefer a surgical mask may be screened & receive one at the Lower Level C Screening Station.

Lower Level C-Wing Station: staffed from 6 a.m. – 5:30 p.m. and 10:45-11:15pm daily

- Employees who work in Manor East must use the Lower-Level C-Wing Entrance/Screening location.

Manor East Clinic Station: staffed 7 a.m. – 8 p.m. seven days a week.

COVID-19 TESTING: Twice Weekly, on Monday & Wednesday for Manor East staff.

- 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.

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.**
- **Follow CDC Guidelines for masking. Current guidance includes mask use for vaccinated individuals.**

VACCINATION: COVID-19 Vaccinations are a condition of employment effective October 15, 2021.

- You can personally register for a vaccine by
 - Contacting the Clinic nurse at ext 8705.
 - Visiting the website vaccinatevirginia.com and you will be notified of a time/place,
 - Contacting pharmacies for the vaccine, or contacting the county about vaccine clinics.
- 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 information is required for our reporting.

Approved Exemptions: Those with approved vaccination exemptions must
- wear an N95 Mask inside the building (Must be fitted for N95 mask in the Clinic)
- adhere to twice weekly testing on schedule designated by the Infection Control team.

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.