



TO: Covenant Woods Employees
FROM: Emily Endert, Director of Human Resources
RE: 10/20/2021 COVID-19 Weekly Staff Update

COVID-19 TESTING: *All Manor East & Exempt staff will test on Friday this week.*

Twice Weekly, on Monday & Wednesday for Manor East & ALL Exempt staff .

- Those who do not have insurance *must bring a photo ID.*
- Covenant Woods conducts testing according to the frequency required by CMS.

Effective Friday, October 15 employees must be fully vaccinated.

Those with approved vaccination exemptions must

- *Screen at lower level C-wing*
- *KN95 masks are being used at this time. They are issued in the same manner as the N95s.*
- *Wear a KN95 Mask inside the building.*
- *Adhere to twice weekly testing on schedule designated by Infection Control.*

VACCINE BOOSTER CLINIC October 29, 2021

- Open to those 65 & older, staff and residents & those who work in healthcare age 18 and older.
- If you have not yet registered for the booster, contact the Clinic.

HIGHLIGHTS

- Notify your supervisor if someone in your household is exposed to a positive COVID case.
- There have been no positive COVID cases since the last weekly update.

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.

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

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

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.