



We want to provide you with an update on one of our DD Homes in Nashville, TN. To date we have had five employees and two residents in this home test positive for COVID-19. These residents have health issues that make them high risk for complications. The current total agency numbers to date are four clients and ten employees who have tested positive. We ask all of you to keep our employees and clients in their thoughts and prayers.

This increase in cases is not isolated within our agency. With so many parts of the economy opening we have seen a surge in COVID-19 cases throughout the United States and particularly in Tennessee and Kentucky where we provide services. We want to remind you that the decisions you make in your personal life to participate in activities, from eating in a local restaurant to traveling for pleasure, increases your chances of getting and spreading COVID-19 to your family, co-workers and our clients who rely on us for their daily care. These are places where it can be hard to social distance by keeping six feet apart from other people.

With this information in mind please think carefully about the choices you make every day and act in the best interest of you and the people you are in contact with and care about.

The link below provides guidance on what are low risk vs. high risk activities for being exposed to COVID-19

<https://finance.yahoo.com/news/coronavirus-health-experts-ranked-activities-risk-132702304.html>

This link will provide you with up to date information on the hot spots for COVID-19

<https://www.kff.org/coronavirus-covid-19/issue-brief/where-are-the-covid-19-hotspots-tracking-state-outbreaks/>

With all the information currently available to us our policy regarding vacation approvals has also changed. **Effective immediately, we ARE NOT requiring staff returning from vacation to quarantine and get tested. This means your time off requests will return to being approved by your supervisor.** However, monitor your health and if you begin to feel sick, please stay home and follow your healthcare provider's guidance.

We utilize the best information we have in making decisions and will continue to do so. As guidelines change that affect our organization, we will continue to keep you up to date with any changes effecting our employees and the people we serve.

#### **Current Quarantine and Contact Tracing guidelines are:**

**If you are directly exposed to a person who has tested positive for COVID-19 stay home!** You will need to quarantine for 14 days from the date of exposure. If you are not symptomatic you may return to work afterward. However, if you begin to show symptoms consult with your healthcare provider about being tested. If you are then tested and there is a positive result your quarantine will be extended for 14 days from the date of your positive test and you meet all other previous guidelines for returning to work.

No matter what you are doing in your personal life and at work you should treat everyone you are around, including yourself, as being positive for COVID-19. The following are more helpful reminders on how to avoid the spread of COVID-19:

- **If you are sick STAY HOME!** If you begin to feel sick after reporting to work let your supervisor know immediately so you can be sent home as soon as possible.
- Clean your hands often.

- [Wash your hands](#) with soap and water for at least 20 seconds, especially after you have been in a public place, after touching surfaces frequently touched by others, after blowing your nose, coughing, or sneezing, and before touching your face or eating.
- If soap and water are not available, bring and use hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub your hands together until they feel dry.
- Avoid touching your eyes, nose, or mouth.
- Avoid close contact with others.
  - Keep six feet of physical distance from others.
- [Wear a cloth face covering in public.](#)
- Cover coughs and sneezes.
- Pick up food at drive-throughs, curbside restaurant service or stores.

Finally, effective 5:00 p.m. Friday July 10, 2020 the governor of Kentucky has made it mandatory for everyone to wear face masks in public. The order will require customers to wear masks in most forward-facing businesses, including restaurants, groceries and retail facilities. It also requires masks outside where social distancing is not possible.

The order, which will last for 30 days, does not require Kentuckians to wear a mask while eating or drinking. Those with health conditions such as asthma are exempt from the mask order. Children under the age of five, those exercising and social distancing and those alone in closed office setting are also exempt.

To read the full executive order with all details and exemptions please click on the link below.  
[https://governor.ky.gov/attachments/20200709\\_Executive-Order\\_State-of-Emergency.pdf](https://governor.ky.gov/attachments/20200709_Executive-Order_State-of-Emergency.pdf)

Thank you for reading and following this important guidance.