



COVID-19 Safety Plan **Mountainview Adult Day Program**

First Level of Protection- Environmental Considerations

1. Building

- Limiting number of persons on premises at one time:
- Maximum 3 clients
- Maximum 3 – 4 staff
- Consistence pod members, consistent assigned day of week
- Floor markings to maintain distance
- Continue zoom meetings for those clients unable to attend

2. Washrooms

- One designated for staff, sanitized after use
- One designated for each client, sanitized after use
- Change room for peri-care, sanitized after use
- Signage on walls: washing hands

3 Kitchen

- No clients allowed, one staff at a time only
- Signage on kitchen door

4. Staff cloak room

- One staff at a time
- Signage on door

5 Staff office

- One staff at a time
- Signage on door

6 Programming area

- One client & staff per designated area (3 sections)
- Maintain social distance
- Signage in rooms

Second Level of Protection: Personal & Operational Considerations

Clients

- Infection Control – COVID-19 Screening Assessment /
 - Telephone screening with caregivers before clients arrive
 - Staff to take temperature & a visual assessment upon arrival
- Client shoes sanitized
- Put belongings in assigned personal bucket
- Hand washing with support upon arrival/after using washroom/before lunch
- Wheelchairs sanitized upon arrival
- Assigned own chair, sanitized after use
- No hugs, no high fives
- Maintaining 6-foot distance between each other,
- Staff to wear medical grade mask, gloves & goggles within this distance

Staff

- Arrive 1 hour before clients
- Complete screening assessment/take temperature/sanitize shoes/**recommended** change of clothes/wash hands or sanitize
- Wear masks, gloves & goggles within 6 feet of clients & in change room
- Staggered lunch breaks, separate eating location away from others
- Sanitizing high touch areas 3 times a day
- Sanitize any equipment shared between clients – i.e., brush handles
- Clean & sanitize after clients depart for day

Third Level of Protection: Administrative Measures

Clients

- Arrive via handydart or dropped off
- Programming will be limited to in-house, neighbourhood walks, local parks/use of public transport is prohibited.
- No sharing of activity tools/equipment.
- Each client will have own basket for activity tools i.e., markers, coloring pens, scissors etc.
- No shared books, magazines.
- Adhere to floor markings to keep distance with staff support
- Member of same pod same day of week
- Dropped off/picked up by caregivers/handydart

Staff

- 3 staff maximum per day
- Consistent staff members
- Adhere to social distancing
- Only one staff at a time in staff room for documentation

May 22, 2020