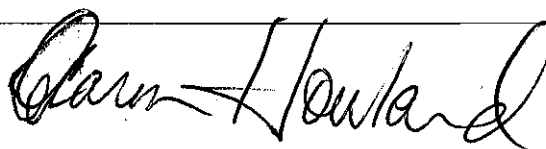


<b>Catholic Charities Disabilities Services</b>
<b>Agency Standard and Procedure</b>

<b>Standard Category</b>	<b>Residential</b>
<b>Standard Title</b>	<b>Visitors to Individualized Residential Alternative (IRA) Programs for Prevention of the Spread of COVID-19</b>
<b>Regulations</b>	
<b>Original Issue Date</b>	<b>March 10, 2020</b>
<b>Latest Revision Date</b>	<b>March 11, 2020</b>
<b>Number of Pages</b>	<b>3</b>
<b>Attachments</b>	<b>Guidance Regarding Visitors to Residential and Nonresidential Facilities Certified or Operated by the NYS Office for People With Developmental Disabilities</b>  <b>CDC Travel Designation Levels</b>
<b>Approved by:</b> <b>Aaron Howland, Executive Director</b>	

**Standard**

Catholic Charities Disabilities Services (CCDS) will take preventive measures in response to the prevention of the spread of COVID-19 in all of our certified IRA programs. Actions will include the scheduling and pre-screening over the telephone of all planned visits by non-staff entities, including families, care managers, advocates, etc. We will take action on pre-screening of all visitors who show up at the residence unannounced prior to allowing entry into any of the IRA programs.

Agency Administration will exercise discretion in implementing temporary visitation restrictions to visitors on the basis of the general health or medical status of individuals served by a program, which may increase the risk to those individuals; the potential or actual infection status of individuals served

by a program; and/or the prevalence of confirmed cases of COVID-19 within a geographic area which increases potential for risk.

Communication of Standard:

1. Residential administration will identify the most frequent visitors to each residence and contact them by phone to inform them of the CCDS standard, based on OPWDD guidance.
2. Written correspondence communicating this standard will be sent via email and/or mail to all known and potential visitors.
3. A high priority email will be sent to the Care Manager of each individuals served residentially and to Care Coordination agencies informing them of CCDS standard, based on OPWDD guidance.
4. Agency senior leadership will communicate this standard to residential Program Managers and Supervisors, explaining their role in operationalizing the standard.
5. Resident ail administration will be responsible for communicating this standard to DSP's, explaining their role in operationalizing the standard.

Procedures for screening:

1. Prior to visiting a CCDS operated IRA, all visitors will call and speak with a Program Manager or Supervisor who will perform the OPWDD guided screening. If a PM or Supervisor is not available at that time, the visitor should contact admin on call.
2. Visitors whop present at the residence without having been pre-screened will be denied access to individual residents until the pre-screening has been completed.
  - a. Have you traveled to a country for which the CDC has issued a Level 2 or 3 travel designation within the last 14 days?
  - b. To your knowledge, have you had contact with any Persons Under Investigation (PUIs) for COVID-19 within the last 14 days, OR with anyone with known COVID-19?
  - c. Do you have any symptoms of a respiratory infection (e.g., cough, sore throat, fever, or shortness of breath)?

Upon screening, if a potential visitor answers "No" to questions (1) and (2) but "Yes" to question (3), please ask them to restrict visitation until they are no longer exhibiting any such symptoms. In the event it is agreed upon that a visit will occur, taking into consideration any heightened risk factors (e.g. the medical status of the person being visited or others in the home), please ask the visitor to wear a mask and to exercise their visit in a contained area, such as a single bedroom, to the extent possible.

For those potential visitors who answer "Yes" to questions (1) or (2), but "No" to question (3) (i.e., reports no symptoms of a respiratory infection), please decline their request for visitation and instruct them to contact the NYS DOH for further direction.

For those potential visitors who answer “Yes” to questions (1) and/or (2), and also “Yes” to question (3), (i.e., reports having symptoms) please also instruct them to immediately contact their medical provider and Local Health Department, and to call 911 if they are experiencing serious symptoms (e.g., shortness of breath). Please also instruct the screened individual to notify the receiving medical provider and transporter in advance of potential concern for COVID-19.

If facilities receive unscheduled or unannounced visitors, screen them appropriately using the three questions above, before allowing entrance into the facility.

All pre-screening checklists will be filed in the visitor log binder in each residential program.

**From:** opwdd.sm.info <info@opwdd.ny.gov>

**Sent:** Tuesday, March 10, 2020 11:45 AM

**Subject:** OPWDD Guidance Regarding Visitors to Residential and Nonresidential Facilities for Prevention of the Spread of COVID-19



## **Guidance Regarding Visitors to Residential and Nonresidential Facilities Certified or Operated by the NYS Office for People With Developmental Disabilities**

**(funded, operated, certified or designated providers)**

**Department of Health 24/7 Hotline: 1-888-364-3065**

Dear Staff/Providers:

The following guidance is applicable to all residential and nonresidential facilities certified or operated by the NYS State Office for People With Developmental Disabilities (OPWDD) and is based on the most current Centers for Disease Control and Prevention (CDC) and NYS Department of Health (DOH) recommendations for prevention of the spread the novel coronavirus of 2019 disease (COVID-19) and the management of Persons Under Investigation (PUI). Please review this information, including the links below, with your program's leadership and staff and make any necessary adjustments to your program policies and protocols. OPWDD encourages you to also monitor your Local Health Department guidance.

### **A. Guidance for screening visitors/members of the public:**

All residential and nonresidential facilities certified or operated by OPWDD (e.g. Individualized Residential Alternatives, Intermediate Care Facilities for Individuals with Intellectual Disabilities, Site-Based Day Habilitations programs, etc.) receiving regular in-person contact with members of the public should immediately develop policies to schedule and pre-screen over the telephone all planned visits by non-staff entities, including families, care managers, advocates, etc., using the following three questions:

- Have you traveled to a country for which the CDC has issued a Level 2 or 3 travel designation within the last 14 days?
- To your knowledge, have you had contact with any Persons Under Investigation (PUIs) for COVID-19 within the last 14 days, OR with anyone with known COVID-19?; and

- Do you have any symptoms of a respiratory infection (e.g., cough, sore throat, fever, or shortness of breath)?

Upon screening, if a potential visitor answers “No” to questions (1) and (2) but “Yes” to question (3), please ask them to restrict visitation until they are no longer exhibiting any such symptoms. In the event it is agreed upon that a visit will occur, taking into consideration any heightened risk factors (e.g. the medical status of the person being visited or others in the home), please ask the visitor to wear a mask and to exercise their visit in a contained area, such as a single bedroom, to the extent possible.

For those potential visitors who answer “Yes” to questions (1) or (2), but “No” to question (3) (i.e., reports no symptoms of a respiratory infection), please decline their request for visitation and instruct them to contact the NYS DOH for further direction.

For those potential visitors who answer “Yes” to questions (1) and/or (2), and also “Yes” to question (3), (i.e., reports having symptoms) please also instruct them to immediately contact their medical provider and Local Health Department, and to call 911 if they are experiencing serious symptoms (e.g., shortness of breath). Please also instruct the screened individual to notify the receiving medical provider and transporter in advance of potential concern for COVID-19.

If facilities receive unscheduled or unannounced visitors, screen them appropriately using the three questions above, before allowing entrance into the facility.

## **B. Additional Factors for Consideration**

In addition to the above screening guidance, the following factors should be considered when implementing temporary visitation restrictions, in accordance with the health and safety of individuals, associated with COVID-19:

- the general health or medical status of individuals served by a program, which may increase the risk to those individuals;
- the potential or actual infection status of individuals served by a program; and/or
- the prevalence of confirmed cases of COVID-19 within a geographic area which increases potential for risk.

All visitation limitations should be time limited and reviewed on an ongoing basis.

Finally, the visitor poster issued by DOH, should be immediately posted at all facility entrances.

Your attention to this important message is very much appreciated to ensure the safety of you, your staff and the people you support.

Regards,  
Theodore Kastner, M.S., M.D.  
Commissioner  
[www.opwdd.ny.gov](http://www.opwdd.ny.gov)

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The U.S. Constitution requires that everyone living in the United States is counted every 10 years - *we all count.*  
<https://2020census.gov/en/who-to-count.html>

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# Travelers' Health

## Travel Health Notices

Search By Country Name or Disease

e.g., Zika or China

Travel Health Notices inform travelers and clinicians about current health issues that impact travelers' health, like disease outbreaks, special events or gatherings, and natural disasters, in specific international destinations. See types of travel notices.

### Department of State Safety and Security Alerts: Travel Advisories.

#### Warning Level 3, Avoid Nonessential Travel

**Updated** COVID-19 in Italy

March 04, 2020

CDC recommends that travelers avoid all nonessential travel to Italy.

[Read More >>](#)

**Updated** COVID-19 in China

March 04, 2020

CDC recommends that travelers avoid all nonessential travel to the People's Republic of China (this does not include Hong Kong, Macau, or the island of Taiwan).

[Read More >>](#)

**Updated** COVID-19 in South Korea

March 04, 2020

CDC recommends that travelers avoid all nonessential travel to South Korea.

[Read More >>](#)

**Updated** COVID-19 in Iran

March 04, 2020

CDC recommends that travelers avoid all nonessential travel to Iran.

[Read More >>](#)

#### Health Infrastructure Breakdown in Venezuela

January 03, 2020

CDC recommends that travelers avoid all nonessential travel to Venezuela. The country is experiencing outbreaks of infectious diseases, and adequate health care is currently not available in most of the country.

[Read More >>](#)

## Alert Level 2, Practice Enhanced Precautions

### **Updated** Polio in Africa

March 09, 2020

There are polio outbreaks in several countries in Africa. CDC recommends that all travelers to these countries be vaccinated fully against polio.

[Read More >>](#)

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### **Updated** COVID-19 in Japan

March 03, 2020

Japan is experiencing sustained community spread of respiratory illness caused by the novel (new) coronavirus. Older adults and those with chronic medical conditions should consider postponing nonessential travel.

[Read More >>](#)

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### Polio in Asia

January 03, 2020

There are polio outbreaks in several countries in Asia. CDC recommends that all travelers to these countries be vaccinated fully against polio.

[Read More >>](#)

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### Ebola in Democratic Republic of the Congo

January 03, 2020

There is an outbreak of Ebola in the North Kivu (Kivu Nord) and Ituri provinces in the Democratic Republic of the Congo (DRC).

[Read More >>](#)

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### Yellow Fever in Nigeria

January 03, 2020

A large, ongoing outbreak of yellow fever in Nigeria began in September 2017. The outbreak is now spread throughout the country. Travelers going to Nigeria should receive vaccination against yellow fever at least 10 days before travel and should take steps to prevent mosquito bites while there.

[Read More >>](#)

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### Rubella in Japan

January 03, 2020

There is an outbreak of rubella in Japan. Travelers to Japan should make sure they are vaccinated against rubella with the MMR (measles, mumps, and rubella) vaccine before travel.

[Read More >>](#)

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## Watch Level 1, Practice Usual Precautions

### **Updated** Dengue in Asia and the Pacific Islands

March 09, 2020

Dengue is a risk in many parts of Asia and the Pacific Islands. Some countries are reporting increased numbers of cases of the disease. Travelers to Asia and the Pacific Islands can protect themselves by preventing mosquito bites.

[Read More >>](#)

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### **Updated** Coronavirus in Hong Kong



February 28, 2020

The ongoing outbreak of respiratory illness has spread to Hong Kong.

[Read More >>](#)

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**Updated** Dengue in the Americas

February 20, 2020

Dengue is a risk in many parts of Central and South America, Mexico, and the Caribbean. Some countries are reporting increased numbers of cases of the disease. Travelers to the Americas can protect themselves by preventing mosquito bites.

[Read More >>](#)

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Meningococcal Disease in Benin

January 28, 2020

There is an outbreak of meningococcal disease in northwest Benin.

[Read More >>](#)

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Monkeypox in Nigeria

January 07, 2020

There is an ongoing outbreak of monkeypox in Nigeria.

[Read More >>](#)

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Monkeypox in the Democratic Republic of the Congo

January 03, 2020

There is an ongoing outbreak of monkeypox in the Democratic Republic of the Congo (DRC).

[Read More >>](#)

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Lassa Fever in Nigeria

January 03, 2020

Nigerian health officials have declared an outbreak of Lassa fever in Nigeria. Travelers to Nigeria should avoid contact with rats.

[Read More >>](#)

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Malaria in Burundi

January 03, 2020

There is a malaria epidemic in Burundi, a country in central Africa. To prevent malaria infection, travelers should take prescription medicine and take steps to prevent mosquito bites.

[Read More >>](#)

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Chikungunya in Ethiopia

January 03, 2020

There is an outbreak of chikungunya in Ethiopia. You can protect yourself against chikungunya disease by preventing mosquito bites

[Read More >>](#)

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Dengue in Africa and the Middle East

January 03, 2020

Dengue is a risk in many parts of Africa and the Middle East. Some countries are reporting increased numbers of cases of the disease. Travelers to Africa and the Middle East can protect themselves by preventing mosquito bites.

[Read More >>](#)

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## XDR Typhoid Fever in Pakistan

January 03, 2020

There is an ongoing outbreak of extensively drug-resistant (XDR) typhoid fever in Pakistan. Extensively drug-resistant infections do not respond to most antibiotics.

[Read More >>](#)

## Types of Notices

### Warning Level 3

**Warning Level 3 (Red):** Avoid all non-essential travel to this destination. The outbreak is of high risk to travelers and no precautions are available to protect against the identified increased risk.

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### Alert Level 2

**Alert Level 2 (Yellow):** Practice enhanced precautions for this destination. The Travel Health Notice describes additional precautions added, or defines a specific at-risk population.

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### Watch Level 1

**Watch Level 1 (Green):** Practice usual precautions for this destination, as described in the Travel Health Notice and/or on the destination page. This includes being up-to-date on all recommended vaccines and practicing appropriate mosquito avoidance.

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Page last reviewed: March 09, 2020

Content source: National Center for Emerging and Zoonotic Infectious Diseases (NCEZID)  
Division of Global Migration and Quarantine (DGMQ)