

Reopening Implementation Plan for the Pennsylvania Department of Human Services's Interim Guidance for Personal Care Homes, Assisted Living Residences and Private Intermediate Care Facilities During COVID-19

This template is provided as a suggested tool for Personal Care Homes, Assisted Living Residences and private Intermediate Care Facilities to use in developing their Implementation Plan for reopening in accordance with the Pennsylvania Department of Human Service's *Interim Guidance for Personal Care Homes, Assisted Living Residences and Private Intermediate Care Facilities During COVID-19*. This (or another version of an Implementation Plan) is to be posted on the facility's website (if the facility has a website) or available to all residents, families, advocates such as the Ombudsman and the Department upon request. This is NOT to be submitted to the Department. The facility will progress to the next step of reopening only when the criteria are met as described in the *Interim Guidance for Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities During COVID-19*. If at any point during reopening the facility fails to meet the criteria for reopening or is operating under a contingency staffing plan, the facility will cease reopening immediately.

FACILITY INFORMATION	
This section contains the name and location of the facility along with contact information for an individual designated by the facility. That individual does not have to be the Administrator but should be someone available to respond to questions regarding the Implementation Plan.	
1. FACILITY NAME	
Renova Center	
2. STREET ADDRESS	
25 Metro Drive	
3. CITY	4. ZIP CODE
Lebanon	17042
5. NAME OF FACILITY CONTACT PERSON	717-274-0493
Roman Shahay	

DATE AND STEP OF REOPENING
The facility will identify the date upon which all prerequisites will be met to begin the reopening process and the Step at which the facility will enter reopening. Those facilities that experienced a significant COVID-19 outbreak will identify the date the Department of Health survey was conducted (that is required prior to reopening).
6. DATE THE FACILITY WILL ENTER THE REOPENING PROCESS
8/17/2020

DATE AND STEP OF REOPENING

7. SELECT THE STEP AT WHICH THE FACILITY WILL ENTER THE REOPENING PROCESS – EITHER STEP 1 OR STEP 2 (**CHECK ONLY ONE**)

Step 1

The facility must meet all the Prerequisites included in the Interim Guidance for Personal Care Homes, Assisted Living Residences and private Intermediate Care Facilities During COVID-19

Step 2

The facility must meet all the Prerequisites, including the baseline universal test for COVID-19 administered to staff and residents (in accordance with the [June 26, 2020, Order of the Secretary of Health](#))

AND

Have the absence of any new facility onset of COVID-19 cases for 14 consecutive days since baseline COVID-19 testing

8. HAS THE FACILITY EXPERIENCED A SIGNIFICANT COVID-19 OUTBREAK? (IF NO, SKIP TO #11)

No

STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING

To ensure the facility has taken appropriate measures to protect residents and staff, descriptions of those strategies are required in this section (prerequisites to enter the reopening process).

9. DATE RANGE FOR THE BASELINE UNIVERSAL TEST ADMINISTERED TO STAFF AND RESIDENTS (BETWEEN JUNE 14, 2020 AND AUGUST 31, 2020) IN ACCORDANCE WITH THE [JUNE 26, 2020, ORDER OF THE SECRETARY OF HEALTH](#)

7/9/2020 to 7/23/2020

Facility's Initial COVID-19 testing occurred on 7/9/2020. All residents were tested on this date. Results began coming back on 7/10/2020, 3 residents' samples were rejected and they had to be retested on 7/13/2020. Facility testing for all staff also started on 7/9/2020. Some staffs' samples were also rejected. Effective 7/16/2020 all residents and staff were tested. Results are still pending for 4 staff members. Effective 7/23/2020, all residents and staff initially tested, results have returned.

10. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS SHOWING SYMPTOMS OF COVID-19 AND TO DO SO WITHIN 24 HOURS

Facility has the capacity to administer COVID-19 testing within 24 hours to any resident or staff who is asymptomatic or showing signs/symptoms, and to all residents/staff should an outbreak occur, and to administer diagnostic tests to all asymptomatic/symptomatic staff.

11. DESCRIBE THE ABILITY TO HAVE COVID-19 DIAGNOSTIC TESTS ADMINISTERED TO ALL RESIDENTS AND STAFF IF THE FACILITY EXPERIENCES AN OUTBREAK, INCLUDING ASYMPTOMATIC STAFF

See #10 above

12. DESCRIBE THE PROCEDURE FOR TESTING OF NON-ESSENTIAL STAFF AND VOLUNTEERS

Volunteers will have to show proof of a negative COVID-19 test prior to returning to facility to volunteer. Should symptoms develop for a volunteer or non-essential staff member, they will be expected to report their symptoms to an LPN/RN and then immediately leave the facility. Resident quarantine will start immediately pending the volunteer/non-essential staff test results. Necessary PPE will also be utilized.

STRATEGY FOR TESTING, COHORTING, PERSONAL PROTECTIVE EQUIPMENT, AND STAFFING

13. DESCRIBE THE PROCEDURE FOR ADDRESSING RESIDENTS OR STAFF THAT DECLINE OR ARE UNABLE TO BE TESTED

Should a staff or resident decline testing. Facility protocol will begin. Depending on the situation of the facility at the time, the resident will have to quarantine in a single room for 10 days if no symptoms, or 14 days with symptoms. Facility Medical Director will outline protocol to follow for residents/staff. Staff who refuse testing will not be able to work directly with residents who tested negative for 10 days if the staff is asymptomatic. If the staff is symptomatic they will be required to self-quarantine at their home. Should facility need the staff, the staff may work with residents who tested positive for COVID-19. This staff will need to use appropriate PPE.

14. DESCRIBE THE PLAN TO COHORT OR ISOLATE RESIDENTS DIAGNOSED WITH COVID-19 IN ACCORDANCE WITH [PA-HAN-509](#) PURSUANT TO SECTION 1 OF THE *INTERIM GUIDANCE FOR Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities DURING COVID-19*.

Residents who test positive for COVID-19 will be quarantined in rooms as available. Should it be one resident, that resident will be quarantined in a single room. PPE will be used at all times during care/treatment needed for that resident. Should there be 2-4 males or 2-4 females who test positive, rooms will be changed to quarantine the positive residents. Should the number exceed 4, the large day room will be utilized to quarantine positive COVID residents.

15. DESCRIBE THE CURRENT CACHE OF PERSONAL PROTECTIVE EQUIPMENT (PPE) AND THE PLAN TO ENSURE AN ADEQUATE SUPPLY OF PPE FOR STAFF (BASED ON THE TYPE OF CARE EXPECTED TO BE PROVIDED)

Facility currently has an adequate supply of PPE. PPE supply is checked weekly. Supplies are ordered accordingly.

16. DESCRIBE THE CURRENT STAFFING STATUS AND THE PLAN TO ENSURE NO STAFFING SHORTAGES

Current staffing ratios are being followed during all shifts. Facility has access to agencies for additional staffing when available. Facility will also utilize additional resources when applicable. County DES or agency staffing will also be utilized when necessary.

17. DESCRIBE THE PLAN TO HALT ALL REOPENING FACILITIES AND RETURN TO STEP 1 IF THE FACILITY HAS ANY NEW ONSET OF POSITIVE COVID-19 CASES

If at any point a resident or staff tests positive, facility must return to quarantining residents, using appropriate PPE and returning to no visitors/volunteers. This will continue until there are 14 consecutive days of no positive cases, then Step 1 will re-start.

SCREENING PROTOCOLS

In each block below, describe the screening protocol to be used including where screening occurs, method of determining symptoms and possible exposure, and action taken if screening reveals possible virus. Include how the data will be submitted to the Department.

18. RESIDENTS

All residents are monitored for changes in health. Information is reported at change of each shift. Residents' temperatures are taken once per shift.

19. STAFF

Staff (to included essential and non-essential), volunteers and visitors (when permitted) will be required to answer questions prior to activity in the facility. They will need to wash their hands, have their temperature taken and answer questions regarding recent travel and if they have any COVID symptoms. Each resident has their temp taken at least once per shift and are monitored for changes in behavior, health, etc. This will continue until otherwise noted. PPE equipment will be provided to all staff. Volunteers/visitors will need to provide their own PPE, or will not be granted access to the facility.

SCREENING PROTOCOLS

20. HEALTHCARE PERSONNEL WHO ARE NOT STAFF

Staff (to included essential and non-essential), volunteers and visitors (when permitted) will be required to answer questions prior to activity in the facility. They will need to wash their hands, have their temperature taken and answer questions regarding recent travel and if they have any COVID symptoms. Each resident has their temp taken at least once per shift and are monitored for changes in behavior, health, etc. This will continue until otherwise noted. PPE equipment will be provided to all staff. Volunteers/visitors will need to provide their own PPE, or will not be granted access to the facility.

21. NON-ESSENTIAL PERSONNEL

Staff (to included essential and non-essential), volunteers and visitors (when permitted) will be required to answer questions prior to activity in the facility. They will need to wash their hands, have their temperature taken and answer questions regarding recent travel and if they have any COVID symptoms. Each resident has their temp taken at least once per shift and are monitored for changes in behavior, health, etc. This will continue until otherwise noted. PPE equipment will be provided to all staff. Volunteers/visitors will need to provide their own PPE, or will not be granted access to the facility.

22. VISITORS

Staff (to included essential and non-essential), volunteers and visitors (when permitted) will be required to answer questions prior to activity in the facility. They will need to wash their hands, have their temperature taken and answer questions regarding recent travel and if they have any COVID symptoms. Each resident has their temp taken at least once per shift and are monitored for changes in behavior, health, etc. This will continue until otherwise noted. PPE equipment will be provided to all staff. Volunteers/visitors will need to provide their own PPE, or will not be granted access to the facility.

23. VOLUNTEERS

Staff (to included essential and non-essential), volunteers and visitors (when permitted) will be required to answer questions prior to activity in the facility. They will need to wash their hands, have their temperature taken and answer questions regarding recent travel and if they have any COVID symptoms. Each resident has their temp taken at least once per shift and are monitored for changes in behavior, health, etc. This will continue until otherwise noted. PPE equipment will be provided to all staff. Volunteers/visitors will need to provide their own PPE, or will not be granted access to the facility.

COMMUNAL DINING FOR RESIDENTS UNEXPOSED TO COVID-19

Communal dining is the same for all steps of reopening so there is no need to differentiate among the three steps.

24. DESCRIBE COMMUNAL DINING MEAL SCHEDULE, INCLUDING STAGGERED HOURS (IF ANY)

Communal dining will occur when possible. Residents will be staggered for meal times. Should the facility be on quarantine, all residents will eat in their rooms with staff assistance. Visitation will not be permitted during meals at this time.

25. DESCRIBE ARRANGEMENT OF TABLES AND CHAIRS TO ALLOW FOR SOCIAL DISTANCING

Facility dining area has 3 tables. The tables will have no more than 2 residents per table. Other residents will wait in common areas or bedrooms until kitchen has availability for additional residents to eat. Residents also have the option of eating in their rooms or outside (weather permitting) with appropriate staffing.

COMMUNAL DINING FOR RESIDENTS UNEXPOSED TO COVID-19

26. DESCRIBE INFECTION CONTROL MEASURES, INCLUDING USE OF PPE BY STAFF

Facility infection control has been in place and continues to be utilized. Staff wear masks at all times when within 6 feet of a resident. Should a resident/staff test positive additional PPE is available and will be utilized as needed.

27. DESCRIBE ANY OTHER ASPECTS OF COMMUNAL DINING DURING REOPENING

See #25 above. Should Lebanon County move back into "Yellow" or "Red" communal dining will immediately stop and residents will be dining in their rooms.

ACTIVITIES AND OUTINGS

In each block below, describe the types of activities that will be planned at each step and the outings that will be planned at Step 3 (an all-inclusive list is not necessary). Include where they will be held and approximately how many residents will be involved. Describe how social distancing, hand hygiene, and universal masking will be ensured. Also include precautions that will be taken to prevent multiple touching of items such as game pieces.

28. DESCRIBE ACTIVITIES PLANNED FOR STEP 1 (FIVE OR LESS RESIDENTS UNEXPOSED TO COVID-19)

Residents will remain 6 feet apart and will do activities in common areas with appropriate staffing.

29. DESCRIBE ACTIVITIES PLANNED FOR STEP 2 (TEN OR LESS RESIDENTS UNEXPOSED TO COVID-19)

Residents will remain 6 feet apart and will continue to do activities in common areas with staffing.

30. DESCRIBE ACTIVITIES PLANNED FOR STEP 3

Residents will begin to go on approved outings with staff.

31. DESCRIBE OUTINGS PLANNED FOR STEP 3

Resident outings will begin. Outings must be approved and will be with 1:1 staff. Outings will include outdoor open areas as tolerated by each resident. Staff and resident will be masked as able.

NON-ESSENTIAL PERSONNEL

In Step 2, non-essential personnel deemed necessary by the facility are allowed (in addition to those already permitted in Section 4 of *Interim Guidance for Personal Care Homes, Assisted Living Residences and Intermediate Care Facilities During COVID-19*). In Step 3, all non-essential personnel are allowed. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

32. DESCRIBE THE LIMITED NUMBER AND TYPES OF NON-ESSENTIAL PERSONNEL THAT HAVE BEEN DETERMINED NECESSARY AT STEP 2

Non-essential personnel to be determined necessary are current administrative staff.

33. DESCRIBE HOW SOCIAL DISTANCING, HAND HYGIENE, AND UNIVERSAL MASKING WILL BE ENSURED FOR NON-ESSENTIAL PERSONNEL AT STEPS 2 AND 3

All essential and non-essential staff who enter the facility are required to wear a mask. Staff are to maintain a 6 foot distance whenever possible. Hand washing is to occur upon entering facility and will continue to occur with each interaction with a resident.

34. DESCRIBE MEASURES PLANNED TO ENSURE NON-ESSENTIAL PERSONNEL DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19

Any resident exposed to COVID-19 will be quarantined. Only assigned staff will be able to come within 6 feet of any exposed resident. Non-essential staff will be informed of any restrictions they may have prior to the start of their shift, or immediately during their shift should circumstances change.

VISITATION PLAN

For visitation to be permitted in Steps 2 and 3 of reopening (as described in Section 6 of *Interim Guidance for Personal Care Homes, Assisted Living Facilities and Intermediate Care Facilities During COVID-19*), the following requirements are established. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for visitors.

35. DESCRIBE THE SCHEDULE OF VISITATION HOURS AND THE LENGTH OF EACH VISIT

Following the Governor declaring that the state of Pennsylvania has entered into the Green phase, Re-opening guidance for long-term care facilities, such as the Renova Center have been issued. Please understand that the procedures for visitation are directed by the Department of Health. Continued visitation is dependent upon the adherence to the requirements established by the state and the Renova Center. Outdoor visits will be offered on Wednesdays between the hours of 9 am -11 am, 2 pm - 4 pm and in the evening from 6 pm-7 pm. All visits will be limited to two (2) visitors per resident for 30 minutes. In the event of inclement weather, the appointment will be re-scheduled. You will be able to schedule future appointments one (1) week in advance and one (1) time per week. Appointments can be made with our Q.I.D.P. You can expect the following during your visit: At the main entrance, you will be greeted by a staff member who will take your temperature and ask you a series of questions regarding possible exposure, travel and symptoms. Staff are required to monitor your visits to ensure all safety guidelines are met and followed. During your visit, you will have to: Wear a face covering during the entire visit. Use alcohol-based hand sanitizer before and after the visit. Stay in designated facility location. Adhere to screening protocols. Follow all social distancing protocols (maintain 6 ft. distance between all individuals, no hugging, touching, etc.) Refrain from sharing food and/or other items, such as gifts, cards, etc. at the visit. As always, the health and safety of the residents and staff of the Renova Center are of paramount importance. We are able to move forward with visitation because we have been successful at maintaining a COVID-free environment. If at any time Lebanon County moves back into the Red or Yellow phase OR a positive COVID-19 case is identified in our facility, we are required to cease visitation and revert back to our original restrictions.

36. DESCRIBE HOW SCHEDULING VISITORS WILL OCCUR

See #35

37. DESCRIBE HOW VISITATION AREA(S) WILL BE SANITIZED BETWEEN EACH VISIT

Visiting areas will be cleaned with disinfecting supplies after each visit.

38. WHAT IS THE ALLOWABLE NUMBER OF VISITORS PER RESIDENT BASED ON THE CAPABILITY TO MAINTAIN SOCIAL DISTANCING AND INFECTION CONTROL?

Residents will be permitted no more than 2 visitors at one time.

39. DESCRIBE THE ORDER IN WHICH SCHEDULED VISITS WILL BE PRIORITIZED

Prioritized visits will be made if/when necessary. Any resident on hospice will be granted visitation as able. Other scheduled visits will occur as able.

40. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 2 (CONSIDERING SUCH SAFETY FACTORS AS EXPOSURE TO OUTDOOR WEATHER AND TRANSPORTING RESIDENT TO VISITOR LOCATION)

Facility staff will continue to monitor all visitation. Residents who are not exhibiting COVID-19 symptoms will be able to accept visitors.

41. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 2 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE

Outdoor visitation will occur at Facility's front door patio area. This area is covered and there is space to maintain 6 feet between visitors and residents.

42. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS

STEP 2

VISITATION PLAN

	Resident will be positioned against one wall and visitors will be against the other wall. There is more than 6 feet of space when this is followed.
	43. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED IN THE EVENT OF EXCESSIVELY SEVERE WEATHER TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE Indoor visits will only be permitted in the facility’s lobby area. Residents will be against one wall and the visitor will be given a chair along the opposite wall. Indoor visits will only be permitted in extreme weather conditions that will not allow a patio visit.
	44. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS When appropriately placed against opposite walls there is at least a 6 foot distance between resident and visitor. Facility staff will also monitor the visit.
STEP 3	45. DESCRIBE HOW THE FACILITY WILL DETERMINE THOSE RESIDENTS WHO CAN SAFELY ACCEPT VISITORS AT STEP 3 (CONSIDERING SUCH SAFETY FACTORS AS TRANSPORTING RESIDENT TO VISITOR LOCATION) Any resident who is not showing signs/symptoms of COVID-19 will be permitted visitation.
	46. WILL OUTDOOR VISITATION BE UTILIZED AT STEP 3? IF NO, SKIP TO QUESTION #52 Yes
	47. DESCRIBE THE OUTDOOR VISITATION SPACE FOR STEP 3 TO INCLUDE THE COVERAGE FOR SEVERE WEATHER, THE ENTRANCE, AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER “SAME”) same
	48. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING OUTDOOR VISITS (IF THE SAME AS STEP 2, ENTER “SAME”) same
	49. DESCRIBE THE INDOOR VISITATION SPACE THAT WILL BE USED TO INCLUDE THE ENTRANCE AND THE ROUTE TO ACCESS THE SPACE (IF THE SAME AS STEP 2, ENTER “SAME”) same
	50. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS (IF THE SAME AS STEP 2, ENTER “SAME”) same
	51. FOR THOSE RESIDENTS UNABLE TO BE TRANSPORTED TO THE DESIGNATED VISITATION AREA, DESCRIBE THE INFECTION CONTROL PRECAUTIONS THAT WILL BE PUT IN PLACE TO ALLOW VISITATION IN THE RESIDENT’S ROOM n/a, all residents will be able to visit in the designated visitation area.

VOLUNTEERS

In Step 2, volunteers are allowed only for the purpose of assisting with outdoor visitation protocols and may only conduct volunteer duties with residents unexposed to COVID-19. In Step 3, all volunteer duties may be conducted, but only with residents unexposed to COVID-19. Screening, social distancing, and additional precautions including hand hygiene and universal masking are required for volunteers.

VOLUNTEERS

52. DESCRIBE INFECTION CONTROL PRECAUTIONS ESTABLISHED FOR VOLUNTEERS, INCLUDING MEASURES PLANNED TO ENSURE VOLUNTEERS DO NOT COME INTO CONTACT WITH RESIDENTS EXPOSED TO COVID-19

Volunteers will only be able to work with approved residents. Volunteers are supervised by facility staff during their time in the facility and will not be able to do anything other than what is assigned to them. They will not interact with any resident/staff without permission and are not granted access to all areas of the facility.

53. DESCRIBE THE DUTIES TO BE PERFORMED BY VOLUNTEERS DURING STEP 2

Volunteers will not be permitted until Step 3.

Roman J. Shahay

SIGNATURE OF ADMINISTRATOR

8/17/2020

DATE