



June 5, 2020

Dear Parents and Guardians,

I hope this email finds you and your family well. I wanted to take this opportunity to update you on new protocols that will be in place for our Day Habilitation Programs and residential program visitations when they resume operations.

Residential Program Visitations:

Currently, we have not received any new information from the Department of Developmental Services (DDS) when on-site visitations can resume. It is my understanding we should be receiving guidance soon. When visits resume, the following steps will be in place:

1. All visits will take place outside on the Bridgewell property.
2. Visits will need to be scheduled at least 24 hours in advance.
3. Only one family of one resident will be able to visit at a time.
4. Family members visiting will be limited to two members.
5. Visits will be no more than 60 minutes in length.
6. Masks will need to be worn at all times.

These are Bridgewell's guidelines. When we receive the DDS guidelines there could be additional steps and protocols that will need to be followed. Once visitations begin again and the steps are implemented, we may need to make adjustments on the above so as to continue to be responsive.

We understand the hardship families are feeling. We are working closely with DDS on reopening our programs for visits. These are unprecedented times and we want to make sure the procedures in place ensures the highest level of safety for everyone and limits the transmission of COVID-19.

Day Habilitation Programing;

At this time there is no timeframe for day programing to resume. There are many factors at play and it's our sincere hope that our day programs are able to open in some capacity this summer. When day programs do reopen, we have begun to develop protocols that will be in place. Please note that the following is a draft and subject to change.

Reopening Day Program Preliminary Procedures

1. All Employees will have their temperature taken when reporting on shift.
2. All Staff will wear gloves and masks.
3. Staff who are not feeling well should not report to work.
4. All persons served will have their temperature taken upon arrival to the day program. Anyone who has a temperature will be isolated from the rest of the group and arrangements will be made for them to return to their residence.



5. Any person served who arrives at the day program and is fever free but does not feel well, will be isolated from the group and arrangements will be made for them to return to their residence. If during the day a person served becomes ill, they will visit the nurse and arrangements will be made to return to their residence.
6. All persons served will be encouraged and assisted to the best of their ability to wear masks.
7. Handwashing will be emphasized throughout the day and wipes will be available in every classroom.
8. The floorplan of the day program, all classrooms and common spaces, will be redesigned to conform to social distancing.
9. All corridors and hallways will be marked to have the traffic flow in one direction.
10. Lunch and snacks will be eaten in smaller groups and within the classroom.
11. Activities that could result in cross-contamination will be temporarily put on hold.
12. Each classroom will be assessed to ensure all the required materials and equipment are located in the classroom.
13. A cleaning schedule will be developed to ensure the programs are cleaned, before, during and at the end of the day by staff.
14. The facility will be professionally cleaned and sanitized at least two times per week.
15. Bathrooms will be designated to each classroom and will be cleaned after each use.
16. Education and hygiene protocols will provided to staff and persons served and incorporated into group learning and morning meetings.
17. Only authorized persons served and staff, based on the daily census, will be allowed in the program. Any family members or non Bridgewell staff will be required to drop off and remain outside of the building. Procedures for drop off will be communicated to all transportation providers and non-providers.
18. Remote learning/services will continue to be offered to those participants who are not yet able to return to the physical site.

As we learn more I will update you. As a reminder, every Thursday I record a weekly message for parents and guardians at 339-883-2201 with the most up to date information. Thank you for your ongoing support and commitment. We will all get through this and we will be a stronger community for it.

Sincerely,

Chris

Christopher Tuttle
President & CEO