

Updated 5.8.2020

UPDATED NEW ADMSSION AND RETURN TO CAMPUS POLICY AND PROCEDURE

Note: The following policy will be effective as of May 8, 2020 and continue until otherwise notified. This policy has been revised based on changing COVID-19 related guidance from the CDC, NYS DOH and NYS OCFS and may change again based on future guidance updates issued by the above federal and state agencies and/or based on other changing circumstances.

ALL CAMPUS: PPE REQUIREMENTS

- **Appropriate face coverings and PPE requirements for the campus are as follows:**
 - All persons – staff, visitors, children, families and oversight agency staff -- are required to wear face coverings when outside on the campus grounds, in campus common areas and in office building common areas, in the Health Center, during transport of children in agency vehicles and at any time where social distancing is not possible.
 - Staff working with or near children in cottages must wear face coverings at all times.
 - Children in Isolation Cottages, or who are isolated at any location for illness or COVID symptoms, must wear face coverings at all times.
 - Children should be encouraged to wear face coverings while inside their home cottages when not able to practice appropriate social distancing.

ALL COTTAGES: SHELTER-IN-PLACE STATUS

- **The Shelter-in-Place requirement for all cottages is continued until further notice.**
All cottages will continue to Shelter in Place and will avoid interaction with other cottages. Movement in and out of cottages will continue to be restricted as per policy and protocol. All common building areas on campus, including recreation spaces and dining halls, will remain closed.

ALL CHILDREN: NEW ADMISSIONS AND RETURN TO CAMPUS POLICY AND PROCEDURE

- **The following process will be implemented for any child being admitted to campus, or returning to campus from AWOC, home visits, hospitalizations or incarceration:**
 - For children who are expected to return from home visits or AWOC, social work staff will conduct a pre-screening, when possible, of potential exposure and illness by contacting family and known contacts to assess the presence of illness in the home or AWOC location. This information will be shared with medical and program leadership prior to the return date whenever possible, and if not possible, still be gathered and shared as soon as possible.
 - For children being newly admitted to campus, the referring entity is required to screen and clear the young person medically prior to arrival on campus. For child returning to campus following hospitalization, the discharging facility is required to complete and submit a medical clearance form signed by an MD to the program and medical team before the day of discharge affirming and absence of symptoms. Children are not readmitted to campus until such documentation has been received.

- All children admitted to or returning to campus for any reason **MUST BE BROUGHT DIRECTLY TO THE HEALTH CENTER FOR A FULL SCREENING AND ASSESSMENT WITHOUT EXCEPTION.** Medical staff determine if any symptoms are present and together with campus leadership, will make a determination about potential illness and/or verified exposures. Based on findings of the above screening the following actions will occur:

A. CHILDREN WITH ANY COVID RELATED SYMPTOMS

Will be placed in Isolation Cottage 24 or another specified Isolation location.

B. CHILDREN WITH NO SYMPTOMS AND MIGHT HAVE CLOSE CONTACT WITH INDIVIDUALS WHO HAVE TESTED POSITIVE FOR COVID

May be placed in or returned to a designated quarantine location including an individual room within a non-quarantine cottage, or in cottage 24, as space and dynamics allow, and monitored in place individually by the medical team.

OR

May be placed in their designated or home cottage with the following actions:

- If the home SIP cottage, is on quarantine, the quarantine clock will not be reset.
- If the home SIP cottage is not on quarantine, it will not be placed on quarantine.

Should a child develop any COVID-19 related symptoms at any time, s/he will be brought immediately to the Health Center for full evaluation and potential next steps to manage illness as per protocol and procedure.

C. CHILDREN WITH NO SYMPTOMS AND HAVE NO SPECIFIC, VERIFIED CLOSE CONTACT WITH INDIVIDUALS WHO HAVE TESTED POSITIVE FOR COVID

Will be placed in their assigned cottage or returned to their home cottage with the following actions.

- If the home SIP cottage, is on quarantine, the quarantine clock will not be reset.
- If the home SIP cottage is not on quarantine, it will not be placed on quarantine.

Should a child develop any COVID-19 related symptom at any time, s/he should be brought immediately to the Health Center for full evaluation and potential next steps to manage illness as per standard protocol and procedure.