

**Implementation Plan for Reopening Neshaminy Manor
In Accordance with the Pennsylvania Department of Health's
Interim Guidance for Skilled Nursing Facilities During COVID-19**

FACILITY	
<p>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 Nursing Home Administrator but should be someone available to respond to questions regarding the Implementation Plan.</p>	
1. FACILITY NAME	NESHAMINY MANOR
2. STREET ADDRESS	1660 Easton Road
3. CITY	Doylestown
4. ZIP CODE	18901
5. NAME OF FACILITY CONTACT PERSON Marjorie Ziegler, NHA	6. PHONE NUMBER OF CONTACT PERSON 215-345-3205
<p>DATE AND STEP OF ReOPENING</p> <p>The facility will identify the date upon which all prerequisites will be met for reopening 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).</p>	
<p>7. DATE THE FACILITY WILL ENTER REOPENING 7-12-2020 (Target Date) (Step 1)</p>	
<p>8. SELECT THE STEP AT WHICH THE FACILITY WILL ENTER REOPENING - EITHER STEP 1 OR STEP 2 (CHECK ONLY ONE)</p> <p><input checked="" type="checkbox"/> Step 1 [REDACTED] <i>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 8, 2020, Order of the Secretary of Health)</i></p> <p><input type="checkbox"/> Step 2 <i>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 8, 2020, Order of the Secretary of Health)</i> AND <i>Have the absence of any new facility onset of COVID-19 cases for 14 consecutive days since baseline COVID-19 testing</i></p>	

DATE AND STEP OF REOPENING

9.	HAS THE FACILITY EXPERIENCED A SIGNIFICANT COVID-19 OUTBREAK? (IF NO, SKIP TO #11)
Yes	
10.	DATE THE FACILITY WAS SURVEYED BY THE DEPARTMENT OF HEALTH TO ENSURE THE FACILITY IS ADEQUATELY PREVENTING TRANSMISSION OF COVID-19 6-19-2020

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 reopening).

11.	DATE RANGE FOR THE BASELINE UNIVERSAL TEST ADMINISTERED TO STAFF AND RESIDENTS (BETWEEN MAY 24, 2020 AND JULY 24, 2020) IN ACCORDANCE WITH THE JUNE 8, 2020, ORDER OF THE SECRETARY OF HEALTH 6/8/2020 . To 6/9/2020
12.	DESCRIBE THE CAPACITY TO ADMINISTER COVID-19 DIAGNOSTIC TESTS TO ALL RESIDENTS SHOWING SYMPTOMS OF COVID-19 AND TO DO SO WITH 24 HOURS We currently contract with two labs that give us the capacity to complete testing.
13.	DESCRIBE THE CAPACITY TO ADMINISTER COVID-19 DIAGNOSTIC TESTS TO ALL RESIDENTS AND STAFF IF THE FACILITY EXPERIENCES AN OUTBREAK Same as above. Center has the ability to test everyone in the facility with current labs.
14.	DESCRIBE THE CAPACITY TO ADMINISTER COVID-19 DIAGNOSTIC TESTS TO ALL STAFF, INCLUDING ASYMPTOMATIC STAFF Same as above
15.	DESCRIBE THE PROCEDURE FOR ADDRESSING NEEDED TESTING OF NON-ESSENTIAL STAFF AND VOLUNTEERS We do not plan on utilizing volunteers at this time. Non-essential staff will be required to test bi-weekly or as per our testing in response to any follow up testing..
16.	DESCRIBE THE PROCEDURE FOR ADDRESSING RESIDENTS OR STAFF THAT DECLINE OR ARE UNABLE TO BE TESTED Staff that refuse testing is addressed on a case by case basis. Staff refusing testing will not be placed on a Covid-naïve (Green) Unit. Residents have the right to refuse the test and will be educated on the importance of testing. If resident continues to refuse it will be documented in resident's medical record.

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

17. 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 SKILLED NURSING FACILITIES DURING COVID-19** issued June 26th, 2020.

Neshaminy Manor has created an Admissions Quarantine Unit (AQU or yellow) for anyone who newly admits or readmits from the hospital. The AQU can also have, but not required, patients who frequently go out for appointments (i.e. dialysis, chemo, etc...). Patients will be tested twice on the AQU to confirm negative status and after 10 days of being asymptomatic and negative testing, resident will be moved to our green units. If we receive positive result resident will be isolated according to HAN-509 along with roommate if applicable. Room changes must be made urgently, as soon as discordant COVID status between roommates is recognized. Multi-purpose spaces can and should be used to temporarily house residents until more permanent cohorting decisions and room changes can be made. The facility leaders are prepared to effect room changes on any shift. Staff on all shifts understand and will be able to apply and explain the cohorting decisions. Residents who are confirmed positive can share a room with a confirmed positive on another unit. Residents who test negative can share a room with other recently tested negatives on the same or another unit. Recovered residents (whose COVID-19 has resolved: (Discontinuing Transmission-Based Precautions, Cohorting, Room Assignments, and Follow Up)) may be cohorted with other residents whose disease has resolved, or with residents who tested negative.

18. 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)

Neshaminy Manor currently has adequate PPE and continuously works all avenues to procure additional supplies to maintain par levels. The facility also has County support for procurement of PPE and stockpile of supplies in case the facility runs low, this includes the Bucks County Emergency Agency.

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

Our staffing has consistently been well above the state minimum within the facility. Neshaminy Manor has an emergency staffing plan that it can implement if necessary (attachment 1). The facility continues recruitment efforts to increase house staff.

20. DESCRIBE THE PLAN TO HALT ALL REOPENING FACILITIES IF THE COUNTY IN WHICH THE FACILITY IS LOCATED IS REVERTED TO A RED PHASE OF THE GOVERNOR'S REOPENING PLAN

If at any point the county reverts back to the red phase, facility will immediately revert back to previous restrictions. Neshaminy Manor will notify all residents and families of the reinstatement of restrictions.

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.

21. RESIDENTS

Residents are screened BID for signs and symptoms of COVID19. Anyone who triggers for COVID19 indicators will have a change in condition completed and physician will be notified to see if testing is required. Facility will use admission quarantine unit, referenced above, to address the possible exposure risk from new admissions and readmissions. Additionally, anyone going out on frequent medically necessary appointments (i.e. dialysis, chemo, etc..) will be put on patient specific precautions requiring staff to remove gowns in between patients.

SCREENING PROTOCOLS

22. STAFF

Staff are screened at the beginning of their shift for signs and symptoms of Covid-19, including having their temperature taken. Any staff member that develops signs or symptoms during their shift immediately stops patient care and leaves the facility. In addition, the facility is universally testing the staff weekly until we receive two weeks of house wide negative tests. Once two weeks of house wide testing yields all negative results, the facility will move to testing frequency of 1-4 weeks based on prevalence in the community. All staff are asked not to work if they are sick.

23. HEALTHCARE PERSONNEL WHO ARE NOT STAFF

Healthcare Personnel are screened at the beginning of their shift for signs and symptoms of Covid-19, including having their temperature taken. Any Healthcare personnel that develops signs or symptoms during their shift immediately stops patient care and leaves the facility.

24. NON-ESSENTIAL PERSONNEL

Non-Essential are screened at the beginning of their shift for signs and symptoms of Covid-19, including having their temperature taken. Any Non-Essential personnel that develops signs or symptoms during their shift immediately stops patient care and leaves the facility. Testing intervals will be based on existing conditions in accordance with PAHAN -509.

25. VISITORS

Visitation will occur on the outside courtyard and scheduled in advance. Any Visitor who is scheduled for a visit will be screened for signs and symptoms of Covid-19, including having their temperature taken prior to the resident being brought to the visitation area. The screening will take place outside and the visitor will not be permitted in the building. If they screen positive for signs and symptoms the visitor will be asked to leave and follow up with their medical provider. They will be asked to reschedule for a different time. In order to reschedule they will have to be symptom free for 72 hours without the use of fever reducing medication and be 14 days post symptoms onset.

26. VOLUNTEERS

Center does not use volunteers at this time.

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

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

Communal dining will be permitted for non-symptomatic residents on Nursing Units, but will NOT be available for the AQU and the Covid Unit. Tray delivery times will be staggered. Six foot spacing will occur in the dining areas when communal dining is resumed.

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

Seating arrangement will be set up so all resident will be 6 feet apart. Both dining area and lounges will be utilized. Specific entry and exit signs will ensure proper traffic patterns to promote social distancing and infection control standards.

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

Staff will continue to universally wear masks throughout the meal and assist resident, if necessary, with removing and replacing their mask before and after eating. Staff will assist residents with hand hygiene

30. DESCRIBE ANY OTHER ASPECTS OF COMMUNAL DINING DURING REOPENING

Residents will be required to wear face mask during transport to and from dining room.

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.

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

Activities would be held in dining rooms that can only support 5 residents at the time. Activities would include bingo, floor specific resident council, exercise, random trivia, etc.. (see attachment 3)

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

Due to center floor plan, space for more than 5 residents is not possible.

33. DESCRIBE ACTIVITIES PLANNED FOR STEP 3

Same as above

34. DESCRIBE OUTINGS PLANNED FOR STEP 3

Outings would only be permitted if COVID19 is complete! eliminated from community to limit risk of resident exposure. Outings would be limited to number of residents who can be transported while being socially distanced.

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 Skilled Nursing Facilities During COVID-19*). In Step 3, fill non-essential personnel are allowed. Screening and additional precautions including social distancing, hand hygiene, and universal masking are required for non-essential personnel.

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

Clergy

Podiatry

Dentist

Optometrist

Psychology

Barber/Hair dresser

Fire Alarm and Building Systems

Servicing

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

Anyone entering the building is educated on social distancing, hand hygiene and universal masking upon entry. Signage is posted at entrances and throughout the building.

37. DESCRIBE MEASURES PLANNED TO ENSURE NON-ESSENTIAL PERSONNEL DO NOT COME INTO CONTACT WITH RESIDENTSEXPOSED TO COVID-19

Non-essential personnel will not be permitted on our Covid-19 designated area. This area is clearly marked and entrance door to the Unit is closed.

VISITATION PLAN

For visitation to be permitted in Steps 2 and 3 of reopening (as described in Section 6 of *Interim Guidance for Skilled Nursing 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.

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

Visitation would occur at set times and by appointment. Presently Sign- up Genius is being used for scheduling for Window Visitation. Visits would be 30 minutes each to allow time for proper cleaning and disinfecting as well as resident transport.

39. DESCRIBE HOW SCHEDULING VISITORS WILL OCCUR

An online scheduling program will be utilized for scheduling visits. Facility will approve visit time based on capacity of visiting space. All families will be offered their first visit prior to opening up to 2nd visits.

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

The visitor monitoring aide will sanitize all furniture and other areas that may have been touched during visit (including elevator during transport). Residents will also be assisted with hand hygiene.

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

All visits will occur outside either in the D1 or C1 courtyard. Capacity is based on spatial distancing under covered structures which provide shelter from sun and other weather conditions. In the C1 courtyard, we can accommodate up to 4 visitors at a time. For the D1 residents, we can accommodate 2 visitors at a time.

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

All families will be offered their first visit prior to opening up to 2nd visits. Scheduled visits will be prioritized for residents who may benefit the most from a visit from family and friends. Then visits will be scheduled based on family availability to come in.

43. 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)

Outside area is a covered patio which keeps residents out of the elements. In order to transport resident safely, at minimum the resident must be able to sit in an upright position.

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

All visits will occur outside either in the D1 or C1 courtyard. Capacity is based on spatial distancing under covered structures which provide shelter from sun and other weather conditions. C1 courtyard can accommodate two visitors in the gazebo and two visitors under the porch roof.

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

Visit will be monitored to assure that proper social distancing takes place. Tables/chairs will be set up in advance of visit to identify the 6 ft. spacing. Visitors will be provided with information regarding rules for visitation, as well as supervised completion of the attestation log, wearing a mask and hand sanitizing before entering and upon leaving.

46. 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 space would be a last resort and would only be able to accommodate one visitor. Visitor would only be in neutral hallways where no resident rooms are. Initially the C-1 Lobby is in a neutral area, visitors would enter the building thru the C-Courtyard directly into the C-1 Lounge. Residents would use the main corridors to access the lobby which have no resident rooms. The All Purpose Room also is in a neutral area with potential for indoor visitation for other Nursing Units also.

VISITATION PLAN	
	<p>47. DESCRIBE HOW A CLEARLY DEFINED SIX-FOOT DISTANCE WILL BE MAINTAINED BETWEEN THE RESIDENT AND THE VISITOR(S) DURING INDOOR VISITS</p> <p>6ft table would be utilized to assure social distanced</p>
	<p>48. 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)</p> <p>Same guidelines as above, however residents who cannot safely transport to neutral zone will be permitted in room visit. In room visit will only be permissible with one resident in the room or private room. Visitors will be required to wear proper PPE throughout the visit.</p>
	<p>49. WILL OUTDOOR VISITATION BE UTILIZED AT STEP 3? IF NO, SKIP TO QUESTION #52</p> <p>Outdoor visitation will be the preferred method of visitation.</p>
	<p>50. 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")</p> <p>same</p>
1st a. w I- VI	<p>51. 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")</p> <p>same</p>
	<p>52. 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")</p> <p>same</p>
	<p>53. 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")</p> <p>same</p>
	<p>54. 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</p> <p>Visitor will wear PPE and rooms will be completely disinfected by housekeeping after visit.</p>

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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.

55. 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 are not planned to be utilized at this time

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

Same as above.

The Nursing Home Administrator (NHA) is responsible for the accuracy of the Implementation Plan and the facility's adherence to it. Upon completion of blocks 1-57, the Implementation Plan should be printed and the signature and date affixed by the NHA in block 58.

57. NAME OF NURSING HOME ADMINISTRATOR

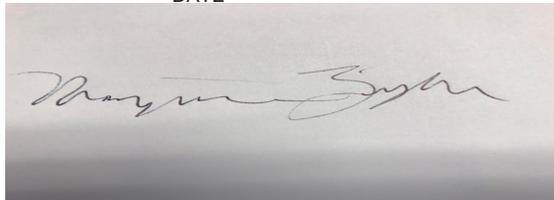
Marjorie Ziegler

58. ATTESTATION

I attest that the information provided in this Implementation Plan is an accurate representation of the facts and that this facility will adhere to the Implementation Plan as written. I further attest that the county in which this facility is located is in a Yellow or Green phase per the Governor's Reopening Plan. This Implementation Plan will be posted on our website (if one exists) or made available to all residents, families, advocates such as the Ombudsman and the Department upon request. This facility will progress to the next step of reopening only when the criteria is met as described in the *Interim Guidance for Skilled Nursing Facilities During COVID-19*. If at any point during reopening the facility fails to meet the criteria for reopening, I will ensure the facility ceases reopening immediately. Further, if at any point during reopening this facility is operating under a contingency staffing plan, I will ensure the facility ceases reopening immediately.

7-15-20

DATE



Attachment #1 Documents

COVID-19 Emergency Staffing Plan

3/25/2020

In case of an emergency, such as a COVID-19 Outbreak, the facility will institute the following process in order to ensure we have adequate staffing to meet the needs of the residents.

1. All Hands on Deck approach for meal service will be initiated (See attached)
2. Scheduling Manager to keep nursing phone list up to date so all current employees can be called for shift coverage.
3. Scheduling Manager will use multiple methods of staffing, including but not limited to:
 - a. Staggered shifts
 - b. Extending nursing shifts
 - c. Changing C.N.A. schedule
 - d. Utilizing non clinical staff for non-clinical duties
 - i. Passing out drinks
 - ii. Answering call bells
 - iii. Getting supplies
4. Use In-House Pool staff as needed. Increase part time/per diem staff hours as needed. Activate Contracted Agency Staff as needed. Career Staff Unlimited to be on standby with emergency staff
5. Requesting that Genesis assist with staffing, specifically staff that do not have Positive COVID19 in their respective centers, request to Regional Director of Operations
6. In the event of staffing crisis, initiate Alternate Staff Guidelines (see attached)

ALL HANDS ON DECK APPROACH TO MEAL SERVICE

The Facility Team has the opportunity to create a positive, efficient, and safe meal experience as well as assess the need of the patient and residents

1. The All Hands on Deck Center Team may include the following:
 - a. CED, CNE, ALL NURSES, CRC, CNAs
 - b. Food Service Director, Food Service Staff, Dietician
 - c. Recreation, Social Service Staff
 - d. Restorative Staff
 - e. All Office Staff
 - f. Environmental Service
2. Utilize all your resources: Be creative!
3. Residents can be set up to consume their meals in their doorway as long as six feet between residents/patients is maintained. This allows for cueing, supervision, and **SOCIALIZATION.**
4. Non Clinicians can assist in many ways:
 - a. Resident preparation for meals: seating around over bed table set up for in room dining
 - b. Resident hand hygiene pre and post meal
 - c. Assistance with clothing protectors as per resident plan of care
 - d. Tray delivery and set up, preparation and cueing
 - e. Meal consumption documentation
 - f. Meal support service: additional beverages, condiments, alternatives
 - g. Post Meal assistance including tray pick up, collection of clothing protectors, cleaning of resident tables
 - h. Cueing (verbal/visual/tactile)
 - i. Socialize with residents/Reminiscence/Encourage engagement among hall/Use technology to take/ share pictures, etc.
5. Consider developing Dining Teams.
6. Refrain from staff meals during resident meals.
7. Consider staggering Non clinicians and GRS schedules to provide support for evening meals.
8. Utilize GRS Rehab. to train Non Clinicians
 - a. Utilize GRS live and on demand training as needed
 - b. Zoom trainings upcoming
 - i. See below
9. Include GRS Rehab. in the meal service delivery process including feeding residents who require assistance.
 - a. Utilize this time for GRS SLP to train those on altered diets/requiring assistance/modifications/etc.
 - i. Feeding & Hydration

- ii. Diet Types
- lii. Feeding Techniques
- lv. Aspiration/Response
- v. Safety/Choking
- vi. Infection control
- vii. Resident Rights/Documentation on

10. Consider training the dietary staff to assist with tray delivery and tray set up for residents who do not require assistance.
11. Consider staggering meal service times.
 - a. Consider dietician in development of an overall Unit plan for priority/approaches/adequate nutrition between meals
 - b. Offer snacks inbetween meals
 - c. Interprofessional collaboration w SLP for those on caseload that may consume meal/s during therapy on certain days.
12. Keep in mind patients on an advanced diet require a licensed nurse/speech therapist and/or C.N.A. to assist them with their meals

ALTERNATIVE STAFF GUIDELINES

Definition: Use of staff who are not usually involved in patient care to perform basic patient care with supervision.

Shortages of staff during a pandemic may necessitate the use of alternate staff.

Consider use of the following:

- Housekeeping
- Maintenance
- Social services
- Administrative
- Retired or resigned staff
- Trainees or nursing students
- Patients' family members who are in ancillary health
- Volunteers
- Office staff

Provide training for alternative staff on:

- Infection control measures such as hand hygiene, Standard Precautions, and use of Personal Protective Equipment (PPE).

Develop a plan for supervision of alternative staff.

ASC–ALTERED STANDARDS OF CARE IN PANDEMIC

In most cases, the order to use ASC will be initiated by state authorities. Following a declaration by the Governor that there is an emergency which is detrimental to the public health, the DPH/HHSD may order adherence to ASC priorities and protocols.

Principles of ASC and Protocols

Priority for limited medical resources and ASC protocols will be based upon the allocation of scarce resources to maximize the number of lives saved. This allocation will be:

1. Determined on the basis of the best available medical information, clinical knowledge, and clinical judgment;
2. Implemented in a manner that provides equitable treatment of any individual or group of individuals based on the best available medical information, clinical knowledge, and clinical judgment;
3. Implemented without discrimination or regard to sex, sexual orientation, race, religion, ethnicity, disability, age, income, or insurance status.

ASC protocols will recognize:

- Any changes in practices necessary to provide care under conditions of scarce resources or overwhelming demand for care
- -An expanded scope of practice for health care providers
- The use of alternate care sites, at facilities other than health care facilities
- Reasonable, practical standards for documentation of delivery of care

Individual Rights

Civil liberties and patients' rights will be protected to the greatest extent possible; however, it is recognized that the protection of the public health may require limitations on these liberties and rights during an epidemic.

Provider Liability

Health care providers who provide care in accordance with the priorities and ASC protocols, including care provided outside of their scope of practice or scope of license, will be considered to have provided care at the level at which the average, prudent provider in a given community would practice.

Priorities Activities for ASC

The term "altered standards" has not been defined, but generally is assumed to mean a shift to providing care and allocating scarce equipment, supplies, and personnel in a way that saves the largest number of lives in contrast to the traditional focus on saving individuals. For example, it could mean applying principles of field triage to determine who gets what kind of care. It could mean changing infection control standards to permit group isolation rather than single person isolation. It could also mean changing who provides various kinds of care or changing privacy and confidentiality protections temporarily.

Because there are no nationally defined altered standards of care, Genesis HealthCare has established the priorities listed below. However, state/federal authorities are in the process of developing altered standards of care which may supersede Genesis priorities.

Nursing:

- Basic personal hygiene
- Use of hospital gowns for residents as opposed to personal clothing to reduce laundry
- Turning
- Toileting
- Feeding
- Medication Pass
- Critical documentation only -fever, change in condition, incidents

Housekeeping:

- Focus on high-touch surfaces such as tabletops, side rails, door knobs, telephones, time clocks, faucets, etc.

Dietary:

- Minimum nutritional requirements for three meals a day
- Therapeutic diets will be evaluated on an individual basis
- Essential documentation only

Social Services:

- Limit activities to current epidemic issues
- Essential documentation only

Laundry:

- Additional shifts may be needed to handle increased demands

Maintenance:

- Suspend preventive maintenance activities to reallocate resources

Recreation Services:

- Suspend activities to reallocate resources

Admissions:

- Limited to only those associated with the current epidemic
- Consider CADs/CTNs, RN Team Leads, Business Development & marketing personnel reallocation to local centers (mandatory for licensed personnel)

Business Office, Human Resources, Central Supply, Medical Records, Clerical Functions:

- Limit to essential functions only to reallocate resources

Attachment #2 Documents

Screening Tests for Coronavirus - Residents and Staff

Updates to the May 10 version of this guidance appear in ITALICS below.

As testing availability *has improved*, CDC guidance emphasizes the importance of conducting screening tests to identify asymptomatic people who may be infected and contagious. *Although state by state variation exists, and some states have been late to develop complete plans around ongoing screening.* The Following important considerations apply:

- When an outbreak begins in a nursing home, facility-wide testing is recommended, to guide safe cohorting of patients.
- If testing supplies are limited, focus screening on the units with diagnosed cases or symptomatic patients.
- Re-test residents who initially test negative in approximately 3-4 days after the initial test, to detect infection that may have just started at the time of the first test.
- Re-test previously negative residents weekly until no new cases are identified.
 - *If resident screening is discontinued, and new cases are subsequently identified on testing symptomatic residents, the above process for facility-wide or unit-wide screening of asymptomatic residents should be resumed.*
 - *This includes initial re-testing 3-4 days later, followed by weekly re-testing until no new cases are identified.*
- Patients who frequently leave the facility for dialysis and other services should be tested periodically, at a frequency based on community prevalence. For example, dialysis patients in communities with high coronavirus prevalence might be appropriate for weekly re-testing. (Check with the dialysis unit first, to avoid duplication of testing, in case they are already doing so.)
- Staff testing is also **important** to pursue. Testing of all staff is recommended at the beginning of an outbreak, and periodically thereafter, at a frequency based on

Screening Tests for Coronavirus during an Outbreak

June 18, 2020

Community prevalence. For example, centers in communities with high coronavirus prevalence might consider weekly re-testing of staff.

- o *Factors to consider in determining the frequency of staff retesting should include:*
 - *Any data available at the local and county level regarding the incidence and prevalence of recent COVID-19 cases in the surrounding community, and whether the trend is increasing or decreasing.*
 - *The percent of screened staff who tested positive in the most recent screening, with more positive cases indicating a need for more frequent re-screening.*
 - o *Until coronavirus is effectively eliminated from the surrounding community, Centers should target a re-screening frequency of every 1-4 weeks, depending on the above factors.*
 - o *Regularly scheduled staff should be included with employed staff as part of large scale screening tests. Labs should bill testing charges to Insurance for their staff.*
- Non-employed, full-time caregivers (Including non-employed agency staff coming from third-party vendors and working a multi-week contract at a Center) and providers are included in this guidance and should be screened at the same frequency as employed staff.*
- *This includes full-time independent physicians, APPs, hospice providers, and all others who are providing care to residents.*
 - *The non-employed caregiver or provider is responsible for obtaining their own screening tests.*

Screening Tests for Coronavirus during an Outbreak

June 18, 2020

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- *Notifying all full-time, non-employed caregivers and providers of the current testing frequency (except in the case of third-party vendor agency staff placed by CSU as noted above).*
 - *Obtaining a written attestation during the front-door screening process from each non-employed caregiver or provider that confirms that a negative screening test was performed within the required time period. Medical and Healthcare Provider Attestation of Coronavirus Testing*
- ***Intermittent providers*** *(including physicians, APPs, hospice staff, lab/x-ray technicians, transportation providers, and specialists) must be screened every 2 weeks.*
 - *The non-employed caregiver or provider is responsible for obtaining their own screening tests.*
 - *Neshaminy Manor is responsible for:*
 - *Notifying all full-time, non-employed caregivers and providers of the "every 2 weeks" requirement.*
 - *Obtaining a written attestation during the front-door screening process from each non-employed caregiver or provider that confirms that a negative screening test was performed within the required time period. Medical and Healthcare Provider Attestation of Coronavirus Testing*
- *Centers are responsible for reviewing Neshaminy Manor's infection control protocols with non-employed caregivers and providers, including specific training in appropriate*

Screening Tests for Coronavirus during an Outbreak

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PPE use. Medical Providers-COVID-19 Infection Prevention and Control Practices

- o *With regard to screening RECOVERED residents or staff, follow state guidance, until more information and data are available on the likelihood of true reinfection. Some states exclude, while others include.*

**Note: Center staff will need to maintain the copies of the attestations as it is anticipated that third-party agencies may request them at a future date.*

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/nursing-homes-testing.html>

Source of Testing

Neshaminy Manor will continue through Genesis to work closely with state health departments and private commercial labs to improve the availability of testing supplies, as well as the turnaround time of test results, to better support these objectives. Genesis will also continue to advocate for the necessary government funding to cover the costs associated with expansive and frequent testing of residents, patients and staff.

Options for obtaining testing should be pursued in the following order of preference:

- Most Preferred: When available, state health department laboratories or *state-contracted private labs* are the most preferred source of testing.
- Another Option: Local hospital systems are also often helpful and may be willing to provide testing to our residents and staff, so they should be approached, as well.
 - Less Perishable If not available through the state or local hospital systems or through hospital labs, private commercial laboratories may be an option. In such situations, we need to manage the considerable cost of such testing by ensuring appropriate rates, as well as billing to health insurance.

Screening Tests for Coronavirus during an Outbreak

June 18, 2020

Screening Frequency for Non-Employee Medical Providers and Healthcare/Other Personnel

<i>Testing Frequency</i>	<i>Who Does it Apply to?</i>	<i>Signs Attestation?</i>
<p><i>Same frequency as Center employees (typically every 1-4 weeks}</i></p>	<p><i>FULL TIME, non-employee</i></p> <ul style="list-style-type: none"> ● <i>Independent physicians</i> ● <i>Independent Advanced Practice Providers (APPs)</i> ● <i>Hospice providers (e.g., hospice aide who spends most of the week in the Center)</i> ● <i>Agency staff coming from third-party vendors and working a multi-week contract at a center</i> 	<p><i>Yes</i></p>
<p><i>Every 2 Weeks</i></p>	<p><i>INTERMITTENT, non-employee</i></p> <ul style="list-style-type: none"> ● <i>Independent physicians, and APPs who are intermittently in the Center</i> ● <i>Hospice providers who enter intermittently (e.g., nurse, social worker, chaplain)</i> ● <i>Specialists (e.g., podiatrist, dentist)</i> ● <i>Lab/Xray technicians</i> ● <i>Casual or per diem agency staff</i> 	<p><i>Yes</i></p>
<p><i>Not applicable</i></p>	<ul style="list-style-type: none"> ● <i>EMS</i> ● <i>Delivery Associates (Sysco, Medline, etc)</i> 	<p><i>No</i></p>

Attachment #3 Documents

COVID GUIDANCE "At a Glance"

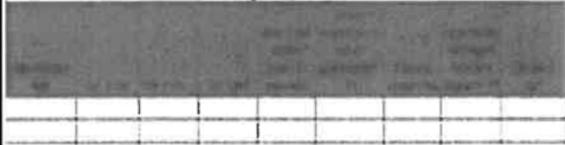
June 26, 2020

Outdoor Visitation during COVID-19

- Outdoor visitation is NOT appropriate for COVID-19 positive and AQU patients.
- Patient access to outdoor spaces should be directly from their own unit.
- Outdoor visitation space must be clearly marked.
- Be sure the patient/resident is prepared to receive visitor(s).
- Patients should be dressed in preferred attire, suitable for weather conditions (properly groomed, weather appropriate).
- *Asymptomatic, COVID-negative patients who regularly travel out for medical appointments or treatments (such as dialysis) who reside in a private room on or off the AQU may participate in outdoor visitation & access the outdoors. These patients must wear a disposable surgical mask at all times when out of their rooms, including outdoor visitation.*

Prior to the visit:

Log of Outdoor Visits



- Visitors must be screened prior to entering the visitation area.
- Visitation must be scheduled in advance.
- Visitor(s) must sign Visitor Sign-In Log prior to visit with patients.
- Do not transfer patients across any units of a different COVID status to the visitation area.
- Staff must wear standard facemasks and eye protection during transfer.
- Encourage active movement to and from visitation.
- Ensure all wounds are covered.
- Communicate to visitors any changes in mood and/or condition that may result in the need to minimize duration of visit to reduce any undue anxiety/distress for individuals with dementia.

During visit:

- Social distancing practices must be followed during entry and exit.
- Patients/visitors must be seated 6 feet apart.
- Residents AND visitors must wear cloth face masks.
- Visitation must be supervised by a member of the facility staff.
- Tables and chairs must be disinfected between residents and visitors.

Nursing home unit direct access to the outside is not available:

- Enter the outdoor area without crossing through any units of a different COVID status.
- Patients from multiple units may not mix at the same time in the outdoor area, even if properly socially distanced.
- Patients must wear a cloth face mask both to/from the outdoors and while outdoors, while also maintaining social distance from other patients.
- Staff must wear standard facemasks and eye protection.
- Remember hand hygiene when assisting more than one patient to the outside area.

Use of the outdoor area should be scheduled to allow time for:

- Each patient to access the outdoor area, one at a time.
- Social distancing practices must be followed during entry and exit.
- Thorough cleaning and disinfection of outdoor furniture/other touched surfaces between patients.
- Designated outside spaces must be at least 10 feet away from the smoking area.
- While seated, walking, or wheeling, patients must remain at least 6 ft apart.

In the event of a public health crisis such as the coronavirus ("COVID-19H) outbreak, policies and procedures may be temporarily modified or adjusted to align with Company and facility needs and/or directives issued by federal, state, local health care, and/or regulatory authorities. These modifications may be communicated either through Company notices or other communications.

Communal Dining and Mealtime Activities

- Communal dining is not appropriate for COVID positive patients with symptoms and AQU patients.
- Patients from multiple units *may not mix in the same dining area*, even with proper social distancing.
- Patients must wear masks to and from the dining area on all units.
- Staff must wear standard face masks and eye protection. Use contact/airborne precautions and reduce close contact much as possible with residents while dining to the minimum necessary.
- ~~Residents who have outpatient dialysis must stay in room for meals work with Activities for interactive meal time ideas.~~
- Ensure familiarity to dining room (e.g., seating arrangements, place cards and familiar table mates) for individuals with dementia.
- ~~Residents who regularly leave the building for dialysis who reside in private rooms on COVID-naive units off of the AQU may not participate in communal dining on their units. These residents must continue in-room dining.~~

COVID naive units

- | | |
|--|--|
| <ul style="list-style-type: none"> • Patients with NO symptoms may have meals in the dining room located on their home unit if: | <ul style="list-style-type: none"> • Do not transfer patients across units of a different COVID status to the dining area. • Place mask in a paper bag or clean dry napkin - NOT on the food plate. • Maintain social distancing in the hall and dining area. • Tables and chairs must be disinfected between residents. • Patients must be seated at separate tables at least 6 feet apart. • Remember hand hygiene between assisting multiple patients |
|--|--|

COVID positive units

- | | |
|--|---|
| <ul style="list-style-type: none"> • COVID positive with NO symptoms and COVID recovered patients <u>may have</u> meals in the dining room located on their home unit if: | <ul style="list-style-type: none"> • <u>No need</u> for disposable dishes/utensils. • Social distancing of residents is not needed. • Encourage active movement to and from the dining area. |
|--|---|

Tips for Safety and Mobility

- As we transition to the "new normal" take this opportunity to begin a *culture of mobility*.
- For every patient who is allowed out of room and can weight bear should have a current plan to encourage activity and movement.
- The plan should be part of a goal that the patient cares about (i.e., taking a shower, eating a meal, etc.).
- Mobility helps DECREASE risk for falls and pressure ulcers.
- Re-implement outdoor walking schedules for memory support.

Things to consider saying when a family is questioning current restrictions:

- We continue to follow CMS guidelines for nursing homes.
- We are focused on decreasing risk of exposure for patients, residents, staff, and visitors.
- Our Center is evaluating ways to get back to using central showers, group dining, outside space, and outside space for family visits.

Use of Central Showers on Nursing Units

- Patients with symptoms of any COVID status should not be showering in central shower units.
- Each patient wears a cloth mask to and from shower.
- One patient at a time • do not use multiple stalls.
- 15 minutes between patient baths/showers.
- *For individuals with dementia* be aware of resident specific bathing schedule and individual shower/bathing preferences, ensure all necessary supplies are present and that the room is set at a comfortable temperature
- Preparation process for transport of resident/patient to the shower room on all units:
 - o Apply a mask to the patient (patient must wear mask when out of room).
 - o Staff and patients perform hand hygiene before leaving the patient room.
 - o Keep patients at least 6 ft from any patient in the hall.
- PPE as needed per patient's status.
- Shower chairs/beds are cleaned and disinfected between residents/patients.
- Know the dwell time (*all cleaners different*) of the disinfectant your Center is using:
 - o Dwell time is the amount of time the disinfectant must sit on the surface after application to kill the bacteria
- Shower room cleaning log (example below) to be maintained each time cleaning takes place.

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Shower Room location:

Room	Disinfectant	Time	Staff

AQU Units

- AQU patients have a dedicated shower room for their use only, with cleaning and disinfection of high-touch surfaces performed between each resident's shower.

COVID Positive-patients with NO symptoms ONLY

- Patients should only shower on COVID-positive home unit.
- *Do not cross through units of different COVID status to get to shower room.*
- Shower room and high-touch surface should be disinfected between each shift in which showers are conducted

COVID Naive/COVID Recovered

- *Do not cross through any other units to get to shower room.*
- Patients waiting to shower wait in their rooms and are accompanied to the shower by a staff member.
- Thorough disinfection of shower rooms with an approved EPA List N disinfectant must be performed between each shift in which showers are conducted.

COVID GUIDANCE - "At a Glance" (continued)

June 24, 2020

<ul style="list-style-type: none"> • Communal Recreation is not appropriate for patients on the AQU Unit. 	
<ul style="list-style-type: none"> • Patients may not use a communal recreation area on another unit. 	
<ul style="list-style-type: none"> • Patients from multiple units may not mix in the same area, even if properly socially distanced. 	
<ul style="list-style-type: none"> • Patients that have outpatient dialysis must <u>ONLY</u> do in-room leisure activities. • Patients must wear cloth masks to and from the communal activity area. 	
<ul style="list-style-type: none"> • Maintain proper distancing between patients in the hallway and in the dining room.. 	
<ul style="list-style-type: none"> • Staff assisting residents to the communal area must wear standard face masks and eye protection.. 	
<ul style="list-style-type: none"> • Bring patients to the communal area one at a time for seating. 	
<ul style="list-style-type: none"> • Ensure thorough cleaning and disinfection in between recreation programs. 	
<ul style="list-style-type: none"> • Staff must wear standard face masks and eye protection. Use contact and airborne precautions and reduce close contact much as possible with residents while dining to the minimum necessary. 	
<ul style="list-style-type: none"> • For individuals with dementia, be mindful of their best time of day for engagement opportunities. 	
<ul style="list-style-type: none"> • Ensure parallel in room program opportunities for individuals with dementia not attending scheduled group. 	
<p>COVID naive units</p>	
<ul style="list-style-type: none"> • Patients with NO symptoms may participate in communal area activities on their home unit if: 	<ul style="list-style-type: none"> • Do not transfer patients across units of a different COVID status to the communal activity area. • Patients must be seated at least 6 feet from each other. • If tables are used, there should only be one patient at a table. • Remember hand hygiene between assisting multiple patients.
<p>COVID positive units</p>	
<ul style="list-style-type: none"> • COVID positive with NO symptoms and COVID recovered patients use communal activity areas located on their 	<ul style="list-style-type: none"> • Remember proper infection control practices. • Transmission-based precautions must be followed.